

Date: _____

3 Focus Areas	Identifying the gaps	Addressing the gaps
<p>Classroom Organization</p> <p>The instructor makes students aware of skills that will be taught and discussed. Reading, math, and writing skills and activities will be on the board when students enter the classroom.</p>		
<p>Independent Study Block</p> <p>The instructor guides students to ensure they are able and aware of their ability to work independently. An independent study block will be used by students to prepare to actively participate in group lessons, as well as concentrate on individual areas of need.</p>		
<p>Reading Lessons & Activities</p> <p>The instructor plans for and teaches reading lessons and activities that include the varied skills required for test taking, post-secondary education, and the workplace. Reading skills will include processes of what to do before, during, and after reading content, using main ideas, supporting details, etc.</p>		
<p>CareerLink Collaboration</p> <p>Students are entered in the www.cwds.state.pa.us system and/or planning to visit a local PA CareerLink.</p>		
<p>e-Data</p> <p>New student files and monthly updates will be provided or entered by the first Friday following the end of the month.</p>		

Instructor Signature: _____

Coordinator Signature: _____