AR Teacher Excellence Support System
EXAMPLES of ARTIFACTS

Note: This is a brainstormed list of possible artifacts. Teachers should use artifacts that are reflective of their own work. The following are examples ONLY and not meant to provide an exhaustive list.

Domain 1: Planning and Preparations

a. Knowledge of Content and Pedagogy
- Standards/Pacing Guides with notations
- Task Analysis of Prerequisite Skills
- Research Articles on Content & Pedagogical Approaches
- Lesson Plans
- Units of Study
- Pre-Conference

b. Knowledge of Students
- Data Analysis/Test Scores/Data Notebook
- Child Development Research
- Child Development Charts
- Student Learning Profiles
- Surveys and Inventories (interest, learning styles, etc.)
- Assessments (reading, language, content, etc.)
- IEPs, AIPs, 504 Modification Plans
- Pre-Conference

c. Selecting Instructional Outcomes
- Standards/Goals/Pacing Guides
- Matrix or Spreadsheet for Tracking Different Instruction
- Units of Study
- IEPs, Modification Plans
- Differentiation Plan

d. Knowledge of Resources
- Internet Usage Report/Log
- Virtual Tours Report/Log
- Sign-in Computer Lab
- In-class Library Listing
- Guest Speaker & Guests Log
- Parent Partner List
- Resource Log

e. Designing Coherent Instruction
- Lesson Plans
- Units of Study
- Pacing Guides/Instructional Maps
- Modification Plans
- Grouping Matrix

f. Designing Student Assessments
- Lesson Plans
- Example Assessments
- Rubrics
- Checklists
- Modification Plans
- Self-Assessment and Peer-Assessment Instruments
- Assessment Matrix
- Various Formative Assessments
- Student Progress Template

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Domain 2: Classroom Environment

a. Creating Environment of Respect and Rapport
    - Action Plan
    - Respect Worksheets/Activities
    - Lesson Plans with Activities that Reflect Students' Interest

b. Establishing a Culture for Learning
    - Mission Statement
    - Class Motto
    - Norms/Rules
    - Student Assignment Revision Checklist
    - Peer Review Worksheet
    - Student Incentives
    - Performance Management/Action Planning and Reflection
    - Lesson Plans

c. Managing Classroom Procedures
    - Rubric for Working as a Group
    - Grouping Plan
    - Classroom Transition Plan
    - Materials and Supplies Management Plan
    - Homework Policy/Plan/Procedures/Folder
    - Teaching Routine Checklist
    - Procedure/Routine for Non-Instructional (Poster or Checklist)
    - Volunteer/Para-Professional Check-in/Sign-in
    - Volunteer/Para-Professional Agenda/Plan/Activities

d. Managing Student Behavior
    - Behavior Management Plan
    - Posted Rules/Norms
    - Code of Conduct
    - Office Referrals
    - Parent Contact Log with Notations of Behaviors
    - Student Behavior Checklists

e. Organizing Physical Space
    - Safety Checklist
    - Drawing of Room Arrangement

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Domain 3: Instruction

a. Communicating with Students
    -   Lesson Plans
    -   Units of Study
    -   Graphic Organizers
    -   Expectations for Learning Charts
    -   Printed Directions and Procedures
    -   Modification Plans
    -   Examples of Student Presentations/Plans
    -   Teacher's Peer-Review Report/Feedback

b. Using Questions & Discussion Techniques
    -   Lesson Plans
    -   List of Questions for each Lesson
    -   Examples of Student Questions
    -   Self-Assessment of Questioning Strategies Checklist/Template
    -   Norms/Guidelines for Student Discussion/Participation
    -   Discussion Rubric
    -   Student Participation Checklist
    -   Units of Study

c. Engaging Students in Learning
    -   Lesson Plans
    -   Differentiation Plan
    -   Assignments (Problem-based, Enrichment, Differentiated, Extension)
    -   Learning Contracts
    -   Student Engagement Checklist
    -   Alternative Project Proposal
    -   Grouping Plan
    -   Units of Study

d. Using Assessment in Instruction
    -   Printed Assessment Criteria
    -   Student-made Assessment Example(s)
    -   Examples of Variety of Assessments (Formative & Summative)
    -   Rubrics
    -   Self-Reflection/Assessment Instrument
    -   Examples of Written Feedback to Students
    -   Exit Tickets
    -   Lesson Plans
    -   Units of Study

e. Demonstrating Flexibility and Responsiveness
    -   Lesson Plans
    -   KWL
    -   Rewards/Incentives
    -   Teacher and/or Peer Observation Form

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Domain 4: Professional Responsibility

a. Reflecting on Teaching
   - Post-Conference
   - Lesson Reflection Questionnaire
   - Learning Logs
   - Action Planning and Reflection Chart
   - Lesson Plans

b. Maintaining Accurate Records
   - Grades (hard copy and on-line)
   - Attendance Log
   - Assignment Checklist/Log
   - Homework Record
   - Student Progress Report
   - Report Cards
   - Permission Slips
   - Health Records/Requirements
   - Student Profile
   - Student Portfolios
   - Field Trip Brochure/Maps/Bus Information, Etc.
   - Volunteer File
   - Behavior Contracts
   - Notes Sent and Received from Home

c. Communicating with Families
   - Contact Log
   - Web Site
   - Notes Sent and Received from Home
   - Newsletters
   - Syllabus
   - Parent/Teacher Conference Record
   - Parent Night Sign-in and Agenda

d. Participating in a Professional Community
   - PLC Meeting Agendas/Minutes
   - Grade-Level or Content Meeting Agendas/Minutes
   - Study Group Agendas/Assignments
   - School Project Pictures/Plan/Outcomes
   - Portfolio of School-Related Participation
   - Teacher-Facilitated Professional Development
   - Profession Community Log

e. Growing and Developing Professionally
   - Course Work Syllabus, Certificate and/or Transcript
   - Professional Development Log/Printout/Certificates
   - Individual Professional Growth Plan
   - Research Material Folder

f. Showing Professionalism
   - Department Chair Verification
   - Committee Chair Verification
   - List of Tutors