

# Year 1 Binder Completion Checklist - FY: 2009-2010

Reader Number: \_\_\_\_\_

Binder Owner: \_\_\_\_\_

District: \_\_\_\_\_ SP: \_\_\_\_\_



A.	B.	C.	D.	E.
Thoroughly and thoughtfully completed	Largely completed with some, occasional gaps	More completed than not with several unaddressed portions	Largely incomplete	Blank or missing

**Please use the legend above to write in the appropriate letter below:**

1.0	I. PT's Binder Reflection: _____	
	Comments on reflection: _____	
1.1	Reflection discusses teaching standards, and using frameworks, and adopted materials <input type="checkbox"/> YES <input type="checkbox"/> NO	
2.0	Year 1 Professional Development: <input type="checkbox"/> YES, # listed _____ <input type="checkbox"/> NO	
	I. CSTP: COP with Notes _____	
3.0	Evidence of communication with family: Index and Evidence provided <input type="checkbox"/> YES, # of items _____ <input type="checkbox"/> NO	
4.0	Evidence of Technology: (all must be provided with cover sheets)	
	<input type="checkbox"/> District or site user agreement	<input type="checkbox"/> Cyber safety Information
	<input type="checkbox"/> Instructional planning web resource	<input type="checkbox"/> 2 additional pieces (PT Choice)
5.0	Universal Access: (all must be provided)	
	<input type="checkbox"/> Standard 6 Activity	<input type="checkbox"/> Next Steps: A personal commitment
	<input type="checkbox"/> Equity for all students in your classroom	<input type="checkbox"/> Teaching Tolerance Resource
6.0	ENTRY ONE: I. Evidence _____ II. Reflection _____ III. CSTP: COP with Notes _____	
	<input type="checkbox"/> District Mission Statement included <input type="checkbox"/> Completed Child Abuse Reporting Verification included	
	<input type="checkbox"/> Completed EL Verification included	
7.0	ENTRY TWO: I. Evidence _____ II. Reflection _____ III. CSTP: COP with Notes _____	
	<input type="checkbox"/> Copy of Classroom Rules (notes included <input type="checkbox"/> Yes <input type="checkbox"/> No)	
	<input type="checkbox"/> Classroom Environment Photographs (notes included <input type="checkbox"/> Yes <input type="checkbox"/> No)	
8.0	ENTRY THREE: I. Evidence _____ II. Reflection _____ III. CSTP: COP with Notes _____	
	Student Work samples included with cover sheets: <input type="checkbox"/> YES, # included _____ <input type="checkbox"/> NO	
9.0	ENTRY FOUR:	
9.1	2 pg. Individual Induction Plan (IIP) completed <input type="checkbox"/> YES <input type="checkbox"/> NO	
9.2	Yellow "Checking on the IIP" worksheet completed <input type="checkbox"/> YES <input type="checkbox"/> NO	
9.3	7 pg. white COP: (Please check one below:)	
	<input type="checkbox"/> Pre/Post notations with comments	<input type="checkbox"/> Pre/Post notations without comments
	<input type="checkbox"/> Difficult to decipher or 1 set of notations with comments	<input type="checkbox"/> Only 1 set of notations, no comments
	<input type="checkbox"/> Blank or missing	
10.0	ENTRY FIVE: I. Evidence _____ II. Reflection _____	
10.1	# of pieces of evidence provided with cover sheets: _____	

White = File in PT Induction Folder Yellow = Return w/Portfolio Pink = SP Copy