

## 2008 - 2009 TEACHERS WORK PLAN

### AUGUST 2008

- ◆ When school starts, there is a period of adaptation when activities are performed with children to facilitate integration in the class social group. We get to know each other and observe children to derive the areas of interests. **Teachers focus then on the "Physical Health" of the FL School Readiness Performance Standards** when we work on "auditory ability", "visual ability", "oral hygiene", "eye-hand movement coordination", "active participation", "exercise for large motor skills", etc.
- ◆ Teachers provide children with an environment conducive to assessment.
- ◆ Teachers generate a **project list for the year by September 5, 2008.**

### SEPTEMBER 2008

- ◆ Teachers work on short-term projects while observing children with the intent to assess them.
- ◆ **Teachers generate their yearly timeline of projects and the initial project list by September 19, 2008.** In the timeline is a description of the skill development focus (Fine motor skills, Gross motor skills, Social & Emotional skills, Cognitive Skills, Language and Communication skills).
- ◆ **The Curriculum Specialist schedules a Curriculum Parent conference for the week of September 22 through 26, 2008** when the teachers review the list of projects that will be implemented during the course of the year and the skills that will be developed while working on those projects. Teachers communicate the documentation that will be made available with each project and the weekly information format that will be shared with parents.
- ◆ Teachers observe, assess and document children's performance levels. **Children's assessments are to be completed by October 3, 2008 and the scheduling of parents' conferences is posted the week of September 29, 2008 and will get done between October 6 and 17 2008.**

### OCTOBER 2008

- ◆ **Parents' conferences to review their child's assessment results complete by October 17, 2008.**
- ◆ Teachers revise if necessary the yearly timeline and final project list by **October 24, 2008.**

### NOVEMBER 2008

- ❖ Teachers implement the projects according to the project list and timeline reviewed with the parents in September. DAP is followed.

- ❖ The FL School Readiness Standards are worked on to achieve the intended milestones.
- ❖ Observations are documented to follow the development progress of the children.

## DECEMBER 2008

- ❖ Teachers implement the projects according to the project list and timeline reviewed with the parents in September.
- ❖ The FL School Readiness Standards are worked on to achieve the intended milestones.
- ❖ **Teachers perform a short Assessment of the progress of each child's skill development.**
- ❖ If the child is progressing according to the norms **feedback is given to parents** that the child is progressing well and his/her progress is outlined.
- ❖ If the child is still working on some milestones he/she should have achieved by now, the teachers will schedule **a one-on-one conference with the parents** and review what has been observed and a recommended plan of action to help the child work through his/her difficulties.
- ❖ Any recommended plan of actions is effective after the Winter Break of 2008.

## JANUARY THROUGH MAY 2009

- ❖ Teachers implement the projects according to the project list and timeline reviewed with the parents in September.
- ❖ The FL School Readiness Standards are worked on to achieve the intended milestones.
- ❖ Observations are documented to follow the development progress of the children.
  - **During the month of JANUARY, the Curriculum Specialist schedules another parents' conference** to review the progress made on the projects and what knowledge has been acquired so far and what skills have been worked on to date.
  - During the month of **APRIL**, teachers document **final Assessments for their children by April 24, 2009.**
  - **Between May 4 and May 15, 2009, teachers hold one-on-one conferences with parents** to review results of their development and the milestones reached. **Project work is wrapped up by May 20, 2008, and we prepare for the Pre-K Graduation (date will be announced in January 2008).**