

SEI Classroom Observation

All Questions **MUST** be answered

Short description of class

- ✓ The description should be concise and short
- ✓ Title of class assigned by the school. Middle/HS, include name and course number if available
- ✓ Description of whether it is a self-contained class, or an individual section

Model Compliance

Have they allocated 4 hours for ELD? Y N

- ✓ Evidence would be from lesson plans and/or master schedule. **DOCUMENT EXPLICITLY**
- ✓ Collaborate **BEFORE** observations as a team to determine if 4 hours at middle/high school is allocated so all “program” questions are consistent.
- ✓ If you answer **NO**, you **MUST** provide **EXPLICIT** documentation to support observation.

EXPLICIT DOCUMENTATION is time allocations and lesson plan items to document findings

Evidence - Schedule on board and from lesson plan, and/or time allocations in lesson plan

If no, how many hours have they allocated? 0 1 2 3 NA

- ✓ Provide written description of which hours of the SEI Models were being implemented
- ✓ **Be sure to check NA if the answer is yes to question regarding the allocation of 4 hours of ELD**
- all questions must be answered

Are the 4 hours the correct allocation? Y N

- ✓ Evidence would be from lesson plans and/or master schedule- **DOCUMENT EXPLICITLY**
- ✓ If you answer **NO**, you **MUST** provide documentation to support observation.

Unable to determine not acceptable answer

Evidence - Schedule of school day on board and/or time allocations in lesson plans

Have they allocated a discrete hour of grammar? Y N

- ✓ Evidence would be from master schedule and/or teacher's lesson plans
 - ✓ If you answer **NO**, you **MUST** provide explicit documentation to support observation
- Unable to determine not acceptable

Are the lessons based on ELP standards? Y N

- ✓ Evidence would be from lesson plans
- ✓ Evidence observed that teacher is teaching to objective
- ✓ If you answer **NO**, provide documentation to support observation

Evidence - Information contained in lesson plans and/or on board

ELL students only, no mixing Y N

- ✓ Evidence would be from classroom roster Answer **YES** if approved exception
- ✓ If you answer **NO**, you **MUST** provide documentation to support observation

Are students grouped by proficiency level?	Y	N	
<ul style="list-style-type: none"> ✓ Evidence would be from classroom rosters ✓ If you answer NO, you MUST provide documentation to support observation Evidence - What groupings were observed in classroom Unable to determine not acceptable answer ✓ Answer "NO" if a roster was not provided and document 			
Is the teacher Highly Qualified?	Y	N	
<ul style="list-style-type: none"> ✓ This should have been determined prior to classroom visitation ✓ If not provided, check the District Notebook for highly qualified attestations 			
State Compliance			
Instruction in English	Y	N	
<ul style="list-style-type: none"> ✓ All instruction is required to be in English ✓ If you answer NO, you MUST provide documentation to support observation 			
Books and materials in English	Y	N	
<ul style="list-style-type: none"> ✓ Any instructional materials that are observable (other than dictionaries) in any language other than English constitutes a "NO" response ✓ If you answer NO, you MUST provide documentation to support observation Evidence - names of materials, specific examples 			
Used minimal native language	Y	N	EO
<ul style="list-style-type: none"> ✓ EO=English Only; Yes=uses minimal native language; No=used more native language ✓ Minimal use of native language for clarification is permitted (as a last resort) ✓ Clarification should be a word or phrase rather than translation of all instructions or translating written materials ✓ Use of native language in providing guidance in an emergency situation is acceptable ✓ If you answer NO, you MUST provide explicit documentation to support observation 			

Super SEI Strategies

50/50 rule	Y	N	
✓ During the period of observation, students speak at least 50% of the time			
Students respond in complete sentences	Y	N	
✓ During the period of observation, students respond in complete sentences or were prompted to answer in complete sentences at least 75% of the time			
ELLs engaged in learning	Y	N	