

Observation Classroom Program Overview

Component	Description
Program Overview and Goal	<p>The purpose of the observation classroom program is to:</p> <ol style="list-style-type: none"> 1. Develop highly skilled teachers in the OCSD Comprehensive Balanced Literacy Model 2. Provide multiple sites for OCSD staff to observe exemplary implementation of the OCSD Comprehensive Balanced Literacy Model 3. Develop a support network for all staff to be able to further develop skills in the OCSD Comprehensive Balanced Literacy Model through conversations with observation classroom teachers and Literacy Coaches. <p>These will be accomplished through intensive professional development for the observation classroom teachers and ongoing assessment by the Office of Professional Development.</p>
Program Training	<p>Ongoing professional development will be provided over time in all areas of the OCSD Comprehensive Balanced Literacy Model. These sessions will vary in format in accordance with the Effective Professional Development Program Components found in Appendix A of the OCSD PDSP template and directions forms. A schedule will be developed annually to meet the needs of the staff involved.</p>
Observation Classroom Teacher Responsibilities	<p>Observation Classroom Teachers will:</p> <ul style="list-style-type: none"> • participate in practice with feedback activities re: the components of OCSD's comprehensive balanced literacy program • understand role of observation classroom in the promotion of effective literacy practices • assume all responsibilities accompanying being an observation classroom teacher • know the steps in the coaching process • develop skills in the coaching process • collaboratively design the observation classroom (ie physical plan, schedule, logistics of serving as a professional development resource to the building, etc.) with the Literacy Coach • effectively implement all components of the OCSD Comprehensive Literacy Model • visit other observation classrooms in OCSD and have collegial conversations with the

	<p>Literacy Coach and other observation classroom teachers</p> <ul style="list-style-type: none"> • maintain student achievement data as requested • maintain assessment notebooks on all students • meet regularly with program director or designee re: program implementation
Literacy Coach Responsibilities	<ul style="list-style-type: none"> • work collaboratively with the Observation Classroom teacher in the implementation of all components of the OCSD Comprehensive Literacy Model • communicate effectively with the Observation Classroom teacher and program director to ensure a smooth implementation of the model • collaboratively design a process with the Observation Classroom teacher for other staff to visit the Observation Classroom • maintain monthly activity logs
Building Administrator Responsibilities	<ol style="list-style-type: none"> 1. Collaboratively select staff with district program director to serve as observation classroom teachers using the criteria indicated in Appendix A-Criteria for Observation Classroom Teacher Selection. 2. Provide fiscal support as needed in the first year of implementation. 3. Visit regularly with the Observation Classroom Teacher and Literacy Coach to ensure program integrity. 4. Ensure compliance and understanding of the Observation Classroom Roles and Responsibilities found in Appendix B. 5. Identify district program director with any concerns or issues relating to the Observation Classroom.
District Administration Responsibilities	<ol style="list-style-type: none"> 1. Work collaboratively with building administrators in the selection of appropriate Observation Classroom staff. 2. Provide frequent communications regarding Observation Classroom implementation with building administration, Literacy Coach and Observation Classroom staff.

	<p>3. Provide ongoing professional development support for Observation Classroom Teachers based on indicated need by staff.</p> <p>4. Provide fiscal support in the initial implementation year if funds are available.</p>
Budget	Contingent upon funding availability the district will provide up to \$2500 in start-up costs during the initial implementation year. If no district funds are available the building must support this initial cost in order to install an Observation Classroom
Program Evaluation	The Observation Classroom program will be evaluated formatively during visits by district level staff; feedback from Observation Classroom teachers and Literacy Coaches both formally and informally; data revealed in the annual Literacy Coach Program Evaluation.