








Administrator Walk Through Form

Person Filling Out Form: \_\_\_\_\_ Unit Observed: \_\_\_\_\_ Date: \_\_\_\_\_ Time Frame: \_\_\_\_\_

Directions for use: On the front note what was done for each of the educators in the room and the level of child engagement during the instructional activity. On the back note effective instructional routines, classroom environment, and general notes.

|  | <b>Teacher</b> Name:   | <b>Para 1</b> Name:  | <b>Para 2</b> Name:  |
|--|--|--|--|
| <b>Alphabetics</b><br>(small group)  | PA Level:      Letters:<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100% | PA Level:      Letters:<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100% | PA Level:      Letters:<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100% |
| <b>1,2,3 Storybook</b><br>(whole group)<br>           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>Shared Writing</b><br>(whole group)<br>            | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>Math Activity</b><br>(small group)<br>            | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>Telling Terrific Tales</b><br>(small group)<br>  | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>Wordless Picture Book</b><br>(small group)<br>   | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>1,2,3 Storybook Re-read</b><br>(small group)<br> | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           | <u>Title:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%           |
| <b>Basic Concepts</b><br>(small group)   | <u>Concept:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%         | <u>Concept:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%         | <u>Concept:</u><br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%         |

|  |   |   |   |
|--|---|---|---|
| <b>Other Academic Instruction</b>  | What was done:<br><br><u>Student Engagement:</u><br><50% 50-84% 85-100%   | What was done:<br><br><u>Student Engagement:</u><br><50% 50-84% 85-100%   | What was done:<br><br><u>Student Engagement:</u><br><50% 50-84% 85-100%   |
|  | <b>Teacher</b>  | <b>Para 1</b>   | <b>Para 2</b>   |
| <b>General Effective Instructional Practices</b>   | Name:<br>___ Uses clear supportive language.<br>___ Brisk Pace<br>___ Listens carefully to responses & expands student language<br>___ Redirects behavior when needed.<br>___ Uses response procedures that involves all students (choral, partner, gestures, etc)<br>___ Provides adequate think time<br><u>Notes:</u> | Name:<br>___ Uses clear supportive language.<br>___ Brisk Pace<br>___ Listens carefully to responses & expands student language<br>___ Redirects behavior when needed.<br>___ Uses response procedures that involves all students (choral, partner, gestures, etc)<br>___ Provides adequate think time<br><u>Notes:</u> | Name:<br>___ Uses clear supportive language.<br>___ Brisk Pace<br>___ Listens carefully to responses & expands student language<br>___ Redirects behavior when needed.<br>___ Uses response procedures that involves all students (choral, partner, gestures, etc)<br>___ Provides adequate think time<br><u>Notes:</u> |
| <b>Theme Based Center</b><br>(small group)<br> | Center: _____<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%<br><u>Notes:</u>   | Center: _____<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%<br><u>Notes:</u>   | Center: _____<br># of students: _____<br><u>Student Engagement:</u><br><50% 50-84% 85-100%<br><u>Notes:</u>   |
| <b>General Center &amp; Classroom Set Up &amp; Management</b>  | ___ Clearly defined and organized centers with clear purpose.<br>___ Appropriate materials and children knew how to use materials.<br>___ Engaged child behavior during center play.  |   |   |

|                       |  |  |  |
|-----------------------|--|--|--|
|                       | ___ Center space was appropriate for number of children (not over crowded) |  |  |
| <b>General Notes:</b> |  |  |  |