**SC First Steps 4K BLOOM Documentation and Planning Guide for:**

Teacher’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CenterName:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Regional Coordinator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# September (Coordinator may initial when observed)

* **ASQ complete for each student**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Watch BLOOM introduction video and return commitment letter
* 2-hour Professional Development course @ myteachingstrategies.com complete: (choose 1)
  + GOLD Introduction (recommended for first year teachers)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + My Teaching Strategies Introduction\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# October

* Complete a Conscious Discipline Self-Evaluation (rubric)
  + Select *at least 1* **skill** that you wish to work on and a description of the path that will guide you to implementing your plan.
* The skill that I am willing to work and improve is\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (Composure, Assertiveness, Encouragement, Choices, Empathy, Positive Intent, Consequences). This skill is aligned with several structures (Wish well board, School Family Jobs, Kindness Recorder, etc.) that I will implement in my classroom. I will work on the structures and expand my understanding in the language of Conscious Discipline by reading my Conscious Discipline book and through assistance from my Regional Coordinator.
* In the next 2 weeks, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. *(Please describe what you will do to reach your goal.)*
* You should have at least 2 pieces of evidence (a new structure in place in your classroom or language observed by your coordinator) by the end of October to show progress toward your goal.
* **GOLD®** Documentation—By the middle of October, every student should have at least 1 piece of documentation for each objective and dimension in every developmental (Social/Emotional, Language, Literacy, Math, Physical, etc.) area. You can track your progress and be certain you have documentation for each objective by running a “Documentation Status” report. When you have completed this requirement, submit the report to your coordinator by October 25. (Scan/Email PDF)
* Reflect on your classroom environment and instruction. What are your strengths in these areas and what area could you grow?
  + Environment/Planning:
    - Strength:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Area for growth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Instruction:
    - Strength:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Area for growth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Create a plan of how you can improve your *environment or planning process* (classroom labeling, room arrangement, material rotation, or small group instruction, etc. may be considered). How you will improve this aspect of your classroom? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What would you like to improve about your instruction? Describe how you plan on attaining this goal.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# November

* GOLD® Checkpoints—Complete for each student by **November 10**
* Submit documentation for Conscious Discipline progress by Nov. 15 & 30
* Submit evidence of Environmental/planning goal by Nov. 15 & 30
* Submit evidence of Instructional goal growth by Nov. 15 & 30
* Continue GOLD® documentation for each student.

# December

By the **15th of December**, please re-evaluate your goals. How have you grown in each area? What did you try that was successful? What did you have to do differently? Please describe your growth in the classroom and establish how you can continue to improve and what path will lead you there. (Send your response in paragraph form to your coordinator by December 15.) This will help shape your Growth Plan for Spring 2018.

Lead Teacher signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Regional Coordinator signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

BLOOM Key Dates and Tasks:

**September**:

\_\_\_\_\_\_\_\_\_\_ ASQ 3 screenings complete

\_\_\_\_\_\_\_\_\_\_ MyTeachingStrategies Introduction complete

\_\_\_\_\_\_\_\_\_\_ GOLD Introduction course complete (if recommended by your Coordinator)

\_\_\_\_\_\_\_\_\_\_ View Introduction to BLOOM video and return Commitment letter

**October:**

\_\_\_\_\_\_\_\_\_\_ Conscious Discipline Self-Reflection complete, Goal/Plan established

\_\_\_\_\_\_\_\_\_\_ Conscious Discipline Goal progress #1(by October 15)

\_\_\_\_\_\_\_\_\_\_ Conscious Discipline Goal progress #2 (by October 30)

\_\_\_\_\_\_\_\_\_\_ GOLD® documentation for every Objective/Dimension for every student by

October 23

\_\_\_\_\_\_\_\_\_\_ October 23--Documentation Status Report submitted to Coordinator (email

PDF from MyTeachingStrategies)

\_\_\_\_\_\_\_\_\_\_ Create Goal & Plan for Environment/Planning growth

\_\_\_\_\_\_\_\_\_\_ Create Goal & Plan for Instructional growth

**November:**

\_\_\_\_\_\_\_\_\_\_ Conscious Discipline goal progress #3 (by November 15)

\_\_\_\_\_\_\_\_\_\_ Conscious Discipline goal progress #4 (by November 30)

\_\_\_\_\_\_\_\_\_\_ GOLD® Documentation continues

\_\_\_\_\_\_\_\_\_\_ GOLD® Checkpoints Due for every student (Nov. 10)

\_\_\_\_\_\_\_\_\_\_ Evidence of Environmental/Planning growth (by Nov. 15)

\_\_\_\_\_\_\_\_\_\_ Evidence of Instructional growth (by Nov. 15)

\_\_\_\_\_\_\_\_\_\_ Evidence of Environmental/Planning growth (Nov. 30)

\_\_\_\_\_\_\_\_\_\_ Evidence of Instructional growth (Nov. 30)

**December**

\_\_\_\_\_\_\_\_\_\_ Submit reflection response paragraph(s) to your Coordinator (Dec. 15)

\*\*\*All documentation MUST be submitted to your Regional Coordinator ***before*** the date shown. **Late submissions will eliminate your eligibility for the incentive bonus.**