

Observation and Evaluation Schedule				
Residency I				
<b>**Required initial visit for Residency Candidate, University Supervisor and Mentor Teacher prior to 1<sup>st</sup> Observation if not completed during Pre-residency. ** (In-person or zoom)</b>				
		Residency Candidate	Supervisor	Mentor Teacher
Complete and upload in Watermark SLL by <b>September 30</b>	<b>Observation and Evaluation # 1</b>	1.) Submit ETSU approved lesson plan for the mentor and university supervisor to review (minimum 2 days prior to lesson). 2.) Teach the lesson for the University Supervisor 3.) Attach the completed and signed <b>Candidate and Mentor Reflective Discussion Summary</b> for September to Student Learning & Licensure in Watermark. 4.) Attach the completed and signed <b>Residency Candidate Performance Checklist</b> for September in Student Learning & Licensure in Watermark.	1.) Observe candidate teaching the lesson and provide feedback using the <b>Informal Teaching Evaluation</b> . 2.) The supervisor will attach the completed and signed <b>Informal Teaching Evaluation</b> to Student Learning & Licensure in Watermark. 3.) Check in with mentor teacher about residency candidate's performance.	1.) Review lesson plan for content accuracy before candidate teaches the lesson. Provide feedback if needed. 2.) Complete and sign the <b>Candidate and Mentor Reflective Discussion Summary</b> with candidate for September. 3.) Complete and sign <b>Residency Candidate Performance Checklist</b> with candidate for September.
Complete and upload in Watermark SLL by <b>October 30</b>	<b>Observation and Evaluation # 2</b>	1.) Submit ETSU lesson plan for mentor teacher <b>AND</b> university supervisor to review (minimum 2 days prior to lesson) 2.) Attach ETSU lesson plan in Student Learning & Licensure in Watermark. 3.) Teach the lesson for the university supervisor. 4.) Attach the completed and signed <b>Candidate and Mentor Reflective Discussion Summary</b> for October to Student Learning & Licensure in Watermark. 5.) Attach the completed and signed <b>Residency Candidate Performance Checklist</b> for October in Student Learning & Licensure in Watermark.	1.) Score the candidates' ETSU lesson plan by completing the <b>CAEP Lesson Plan Rubric</b> found in Student Learning & Licensure in Watermark 2.) Observe the lesson and provide feedback using the <b>TEAM Rubric cover sheet</b> . 3.) Transfer scores to the <b>TEAM Rubric</b> found in Student Learning & Licensure in Watermark and attach cover sheet with notes. 4.) Check in with mentor teacher about residency candidate's performance	1.) Review lesson plan for content accuracy before candidate teaches the lesson. Provide feedback if needed. 2.) Complete and sign the <b>Candidate and Mentor Reflective Discussion Summary</b> with candidate for October. 3.) Complete and sign <b>Residency Candidate Performance Checklist</b> with candidate for October.
Complete and upload in Watermark SLL by <b>November 30</b>	<b>Observation and Evaluation # 3</b>	1.) Submit ETSU lesson plan for mentor teacher <b>AND</b> university supervisor to review (minimum 2 days prior to lesson) 2.) Teach the lesson during supervisor visit. 3.) Attach the completed and signed <b>Candidate and Mentor Reflective Discussion Summary</b> for November to Student Learning & Licensure in Watermark. 3.) Attach the completed and signed <b>Residency Candidate Performance Checklist</b> for November in Student Learning & Licensure in Watermark.	1.) Observe candidate teaching the lesson and provide feedback using the <b>Informal Teaching Evaluation</b> . 2.) The supervisor will attach the completed and signed <b>Informal Teaching Evaluation</b> to Student Learning & Licensure in Watermark. 3.) Check in with mentor teacher about residency candidate's performance.	1.) Review lesson plan for content accuracy before candidate teaches the lesson. Provide feedback if needed. 2.) Complete and sign the <b>Candidate and Mentor Reflective Discussion Summary</b> with candidate for November. 3.) Complete and sign <b>Residency Candidate Performance Checklist</b> with candidate for November.

Completed by <b>Last Day of Classes in December</b>	<b>Final Assessment</b>	1.) Meet with Supervisor (in-person or zoom)	1.) Meet with residency candidate (in-person, or zoom) 2.) <b>Complete Educator Disposition Assessment (EDA)</b> in Student Learning & Licensure by Watermark.	
	<b>Survey</b>			1.) Complete Mentor Teacher Survey via email (For mentor teachers with off schedule Residency II candidates only).