

Caroline's Daily Checklist

Daily Checklist		Caroline S.			Date _____
Schedule	Organization and Preparation: All Classes				Targeted Classes: Using Individual Strategies**
*Biology	I came prepared with ALL required materials: pencils, textbook, notebook, and homework etc.	Yes	No	N/A	I followed class expectations for respectful behavior, and worked successfully** on my assignments in class. 2 1 0 N/A
	I returned homework (if applicable) on time.	Yes	No	N/A	
Algebra I	I came prepared with required materials: pencils, textbook, notebook, etc.	Yes	No	N/A	Points for targeted classes: 2 points = met all expectations 1 point = met some expectations, but ended class well 0 points = did not meet expectations for respectful behavior and working on assignments
	I returned homework (if applicable) on time.	Yes	No	N/A	
Art	I came prepared with required materials: pencils, textbook, notebook, etc.	Yes	No	N/A	
	I returned homework (if applicable) on time.	Yes	No	N/A	
*English	I came prepared with required materials: pencils, textbook, notebook, etc.	Yes	No	N/A	I followed class expectations for respectful behavior, and worked successfully** on my assignments in class. 2 1 0 N/A
	I returned homework (if applicable) on time.	Yes	No	N/A	
*American History	I came prepared with required materials: pencils, textbook, notebook, etc.	Yes	No	N/A	I followed class expectations for respectful behavior, and worked successfully** on my assignments in class. 2 1 0 N/A
	I returned homework (if applicable) on time.	Yes	No	N/A	
Resource Room	I came prepared with required materials: pencils, textbook, notebook, etc.	Yes	No	N/A	
	I returned homework (if applicable) on time.	Yes	No	N/A	
Summary: Total Yes ____ / Total Opportunities ____ = _____% Yes for day					Targeted Classes: ____ out of ____ possible points for day

N/A = No opportunity. Data will not be monitored for these situations.

**“Worked successfully” means working towards assignment with no refusals, head on desk, talking back, verbal challenges, etc.

Notes /discussion points:

Caroline Signature/Date:

Teacher Signature/Date:

Caroline's Weekly Checklist Summary

Week of _____

MEASURABLE ANNUAL GOAL	PROGRESS MONITORING
1. Given support to develop individual coping/replacement strategies, and three times daily "check in" with the LS teacher, Caroline will work successfully on assigned tasks in Biology, English, and History classes, with no inappropriate verbalizations gestures, or refusals, earning 90% of possible points each week for five consecutive weeks. <i>1.6.11.A Listen to others 1.6.11.C Contribute to discussions</i> <i>13.3.11 A: Evaluate personal attitudes and work habits that support career retention and advancement</i>	Daily self-monitoring checklist, with weekly summary, compared with teacher reports. Teacher weekly report.
2. With instruction on organizational skills and use of a daily self monitoring checklist, Caroline will bring needed materials and assignments to each class, earning 90% of possible points each week for five consecutive weeks. <i>13.3.11 A: Evaluate personal attitudes and work habits that support career retention and advancement</i> <i>13.3.11 E: Evaluate time management strategies and their application to both personal and work situations</i>	Daily self-monitoring checklist, with weekly summary, compared with teacher reports.

Totals	3. Organization and Preparation, all classes	1. Three Targeted Classes Only: Following class expectations for respectful behavior, and working successfully on assignments. Number of points out of possible points	Comments—including accuracy of reporting
Monday	% for day	/	
Tuesday	% for day	/	
Wednesday	% for day	/	
Thursday	% for day	/	
Friday	% for day	/	
Weekly summary	Total Yes for week/ total opportunities for week = ____ % for week	Total points for week / total opportunities = ____%	

Notes:

Caroline Signature/Date:

Parent Signature/Date:

Teacher Signature/Date: