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DRAFT 1

Lopez

CLASSROOM OBSERVATION SHEET - for Monitors

STUDENTS:

1. The numerical or percentage Ethnic Distribution in the classroom is (Please record a number or percentage for each Group): Anglo _____, Hispano _____, Black _____. Philipino _____. Other _____.

2. Students are enthusiastic about the class: Yes _____ No _____

3. Students seem comfortable with the disciplinary procedures: Yes _____ No _____

4. Student assistants are chosen from various racial groups: Yes _____ No _____
(If possible, indicate race and number of student(s) filling role(s).)
Teacher assistants _____ Library assistants _____
Office assistants _____ Counseling assistants _____
Classroom monitors _____ (Secondary)
Other (name)_____ Color Guard _____
_____

5. Do students sit in racially isolated groups? Yes _____ No _____

6. Programs or curricular offerings not now provided in the school to which they are assigned are needed by most students _____ some students _____ none of the students _____. (Example: Reading Packet or Lab/Shop Instruction.)
Explanation: _____

TEACHERS:

1. Do teachers seem to be getting along well with each other? Yes _____ No _____

2. Do communications between people in the school seem to be good? Yes_____No_____

3. Do teachers feel comfortable with disciplinary procedures? Yes _____ No _____

4. Do teachers seem to respect all students? Yes _____ No _____

5. Are teachers enthusiastic about developing good programs and making them work? Yes _____ No _____

6. Are teachers listening to the problems of the students? Yes _____ No _____

7. Do teachers believe their problems are being listened to by administrators? Yes _____ No _____

8. Are materials displayed in the classroom multi-ethnic? Yes _____ No _____

9. Does the teacher view the classroom materials as adequate for all students? Yes _____ No _____

10. Does the teacher encourage class participation from members of different ethnic groups? How _____ Yes _____ No _____

PLEASE INDICATE LEVEL AND KIND OF CLASSROOM VISITED: _____

SCHOOL NAME: _____ DATE: _____

NAME OF MONITOR: _____

## II. SPECIAL AREA OR ACTIVITY SHEET

STUDENT ACTIVITIES:

Event observed: _____

(School social, Athletics, Club Meeting, Play, P.E., Recess)

1. Were students enthusiastic? Yes _____ No _____
2. Was Sponsor or Leader enthusiastic? Yes _____ No _____
3. Were various ethnic groups involved? Yes _____ No _____
4. Was interaction between groups relaxed? Yes _____ No _____
5. Was Sponsor or Leader assisted by someone from another ethnic group? Please explain: _____ Yes _____ No _____
6. Have Student Assemblies or Programs been held since school opened? Yes _____ No _____
   Are they well-received by Students? Yes _____ No _____
   Please describe the most successful Assembly or Program: _____

SUPPORT SERVICES:

1. Is the Library open throughout the day, before and after school? What are the Library Hours? _____ Yes _____ No _____
2. Does the Library include multi-ethnic offerings? Yes _____ No _____
3. Do Lunchroom activities go smoothly? Yes _____ No _____
4. Do school ground activities appear to be going smoothly? Yes _____ No _____
5. Do the different student ethnic groups intermingle on the school grounds? Yes _____ No _____
6. Are Aides' services adequate? Yes _____ No _____
7. Are present bus schedules adequate? Yes _____ No _____
8. Are bus experiences acceptable? Yes _____ No _____

PARENTS AND COMMUNITY:

1. Has PTSA or other similar-type organization been formed? Yes _____ No _____
2. Have different segments of the school been involved in the formation of the organization? Yes _____ No _____
   How many meetings have been called? _____
3. Has a committee of staff, parents, and students been formed to further integrated relationships and education? Yes _____ No _____
   What are the plans for this committee? _____

PLEASE INDICATE WHERE AND WHAT YOU OBSERVED: _____

NAME OF SCHOOL: _____ DATE: _____

MONITOR'S NAME: _____

ADMINISTRATIVE AND BUILDING COMMITTEE SHEET

ADMINISTRATORS:

1. Do Principals and Administrators have good communications with all segments of the school community? Yes _____ No _____
   Explain: _____

2. Do Administrators feel the school situation is going well? Yes _____ No _____
   Explain: _____

3. Have teacher transfers made a difference in curriculum offerings? Yes _____ No _____
   Explain: _____

INSERVICE SESSIONS FOR ADMINISTRATORS, TEACHERS, ALL STAFF MEMBERS OF SCHOOL:

1. Has there been an inservice session this semester? Yes _____ No _____

2. For how many hours was the session scheduled? _____

3. Who planned the agenda? _____

4. Who attended? _____

5. Who is the Building Committee Chairperson in your school? _____
   _____

6. Comment on the faculty reactions to the inservice program: _____
   _____

PLEASE INDICATE WHETHER YOU TALKED WITH ADMINISTRATOR OR TEACHER: _____

Other Pertinent Comments: _____
_____

SCHOOL NAME: _____

NAME OF MONITOR: _____

DATE: _____

Lopez

SUGGESTED DRAFT #2

# GENERAL OBSERVATION FORM FOR MONITORS

## MONITOR REPORT FORM

Please feel free to use the back of any questionnaire sheet to expand on any item where there is a lack of sufficient space or a non-specified item is being reported.

GENERAL QUESTIONS:

1. What plans were developed and carried out for orientation of students and their parents to their school situation this year? Describe. _____

2. Are there any resegregated classrooms in the school? Yes _____ No _____

   Indicate the number of classrooms predominately Anglo _____, Black _____, Chicano _____, Philipino _____, Other _____

3. PTA/Parent Advisory Groups. Is there a committee at the school comprised of parents, teachers, administrators and perhaps students meeting and working for the betterment of the school? Yes _____ No _____

   If so, are there some innovative ideas from this committee that can be shared with other schools? _____

4. Are buses being requested from Transportation Dept. for the purpose of bringing parents to the school for special activities? _____

   If so, are parents taking advantage of this transportation? Yes _____ No _____

   Are these allocations counting against bus allocations for excursions for children? Yes _____ No _____. Explain. _____

5. Do all students play and associate together during lunchroom time?
Yes _____ No _____. Explain._____

_____

Do all students play and associate together during playground time?
Yes _____ No _____. Explain._____

_____

6. Do the classrooms appear to be conducive to learning for all students?

_____

How do the attitudes of the children toward one another appear to be?

_____

Do teachers encourage participation in the classrooms from all ethnic groups of children? _____

Describe any ideas to be shared in this regard. _____

_____

_____

7. How many monolingual, non-English speaking children are in the school?

_____

What is being done to help these children?_____

_____

8. How much teaching aide time is given to this school? _____

9. If it exists, indicate areas where and when discipline seems to be a problem. _____

_____

10. What activities or programs are parents, administrators, teachers, or other members of the school staff proud of at their school? Is there something noteworthy that can be shared with other schools?_____

_____

SCHOOL NAME _____

NAME OF MONITOR _____

DATE OF REPORT _____

COORDINATOR _____