**WEEKLY REFLECTIONS TEMPLATE**

Student Name:

Date:

Week No.:

University Supervisor:

Mentor Teacher:

University Supervisors (US) expect teacher candidates to reflect on a daily basis and compile this into a weekly reflection and submit it to them via their preferred email account. This reflection should also be submitted to the Director of Student Field Experiences via the D2L Drop Box. The journal entry should include:

* + Section 1: A summative reflection of the week addressing positive interactions with students and/or staff and issues/concerns that arose during the week that you would like feedback regarding the situation. The reflection should not be a simple “listing” of activities completed, but serious thoughts regarding what is occurring in the classroom and your honest opinions of how you “feel” and “think” about what is happening in the classroom. Keep in mind that these journal entries are only seen by the US and the Director of Student Field Experiences. Questions that you can use to stimulate your reflection will be shared in this template.
  + Section 2: A communication log should be kept explaining contacts the teacher candidate may have with other individuals other than the Mentor Teacher. This log will include any communications with individual inside or outside the school while gathering resources and information for planning and preparation in the classroom. During the days of planning and implementing the Unit Plan, focus log entries on those communications related to the unit, so you can refer to them later within the KPTP process.

**Due date for Weekly Reflection is established by your University Supervisor, but it MUST be kept up WEEKLY.**

**Questions for Reflection:**

1. What happened this week that encourages you in the teaching profession? Why was this encouraging?
2. What happened this week that you questioned as a future educator? What was the situation? Why did you question it? Reflect on what you would do differently or change in the situation?
3. Reflect on a change (good or bad) you saw in a student behavior this week. What led to this change in behavior(s)?
4. Lesson Reflection:

**During your two-week Unit, reflect daily on the following questions to help with KPTP tasks:**

* Were the lesson plans for the day followed, or were adjustments made? Explain response.
* How well did the lesson go?
* What went well?
* What did not go well?
* How effective were the plans for instruction?
* Did students meet each objective that was set for this lesson? Explain response.
* Describe how lesson strategies were effective in eliciting student learning?
* Describe the implications for future instruction based on analysis.

*(Implication: the conclusion that can be drawn from something, although it is not explicitly stated.)*

For your **Focus Students** address the following questions (when most appropriate):

* How were pre-assessment results used to inform instruction for each student in this unit?
* How were formative assessments used to inform instruction for each student?
* Was the plan for adaptations successful for the achievement of the unit objectives for each student? Explain.
* Record how you reflected on the data as a part of this journal entry. (The KPTP will want you to show that you USED this data to make instructional decisions. Record that in this reflection.

**Make sure the daily log shows analysis and reflection and is not just a restatement of what happened for that lesson.**

1. Communications Log Reflection

List the individuals that you came into contact with this week while working and planning in your classroom (Communication Log). Reflect on how these individuals (students, parents, community members and other professionals) have enhanced your work with students this week, describing the positive and/or negative effects of their input.

Indicate areas covered by the answers to the five questions above:

Banks-Knowledge Construction 1 2 3 4 5

Banks-Content Integration 1 2 3 4 5

Banks-Prejudice Reduction 1 2 3 4 5

Banks-Equitable Pedagogy 1 2 3 4 5

Banks-Empowering School Culture 1 2 3 4 5

Reflection-Self As A Professional 1 2 3 4 5

Reflection-Collaboration/Leadership 1 2 3 4 5

Reflection-Teaching/Learning 1 2 3 4 5

Reflection-Instructional Practices 1 2 3 4 5

Reflection-Student Diversity 1 2 3 4 5

Reflection-Content 1 2 3 4 5

Reflection-Assessment 1 2 3 4 5

Reflection-Technology 1 2 3 4 5

*Revised 8/5/2016*