



# Texas School Ready Project Teacher Letter of Commitment 2017 - 2018



I \_\_\_\_\_, as a TSR teacher at \_\_\_\_\_

*Insert teacher name*

*Insert name of site*

understand I have a significant responsibility in ensuring the Texas School Ready (TSR) project is successful in my community. I fully support the TSR project and agree to:

1. Remain in the TSR classroom for the duration of the project.
2. Create a positive climate which supports children’s social and emotional development.
3. Set up the classroom to reflect the requirements of the Classroom Environment Checklist (CEC).
4. Provide a minimum of 3 hours of daily cognitive instruction.
5. Create and implement weekly lesson plans which incorporate TSR materials (curriculum, Start-Up Kit, School Readiness Kit), Pre-K guidelines and Child Progress Monitoring assessment results.
6. Attend all required professional development trainings and meetings.
7. Attend a minimum of 80% of all available eCIRCLE classes in order to be eligible for TSR incentive pay.
8. Complete eCIRCLE online posts and assignments as required.
9. Collaborate with assigned coach.
10. Participate in 30 minute reflective follow up conferences, with assigned coach, after each classroom visit.
11. Work to implement the goals set based on the Classroom Observation Tool (COT).
12. Complete all required Child Progress Monitoring by established deadlines.
13. Provide accurate and up-to-date classroom enrollment information to TSR staff.
14. Provide daily small group instruction based on progress monitoring web reports, portfolios, and observations.
15. Complete project evaluation activities, such as questionnaires, surveys, etc.
16. Engage parents in planned activities to promote children’s school readiness.
17. Allow CLI project management team classroom access to classroom throughout the duration of the project.
18. Allow and/or provide videotaping for the purpose of training, coaching, or reflective activities, if required.
19. Gather and submit video consent forms, for each child, as required by UTHealth.
20. Complete my Texas Workforce Registry account and print my career lattice report.

I have read and fully agree to this Letter of Commitment and look forward to my role as a teacher for the Texas School Ready project. I understand the CIRCLE manual is my personal property and all other materials are the property of the Children’s Learning Institute. **I further understand any incentive pay will be awarded based on my current TSR target status and my participation and completion of the current TSR project year.**

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
TSR Project Staff Signature

\_\_\_\_\_  
Date