



# Teacher Planning Expectations

Teaching at YES Prep Public Schools prioritizes academic excellence and student growth through three key focus areas: **lesson preparation**, **lesson delivery**, and **feedback and data collection**.

**Apply Now: [yesprep.org/TeachAtYES](https://yesprep.org/TeachAtYES)**



## LESSON PREPARATION

YES Prep provides rigorous curricular materials, including aligned scope and sequence, exams, plans, quizzes, and daily materials.

### Teachers are expected to:

- **Internalize units:** Review all formative and summative assessments at least one week in advance.
- **Deeply plan daily lessons:** Prepare a student work exemplar and script key elements such as objectives, criteria for success, checks for understanding, plans for addressing misconceptions, and accommodations for all learners (e.g., EL, IEP, 504).
- Have printed lesson plans available for observation.



## LESSON DELIVERY

Teachers focus on active, student-centered lessons where students engage in critical thinking, reading, writing, problem-solving, or discussions.

### Key practices include:

- Upholding high academic and behavioral expectations.
- Using technology to enhance engagement and collect real-time data.
- Modifying lessons to accommodate diverse student needs.
- Continuously improving teaching practices.



## FEEDBACK AND DATA COLLECTION

### Teachers ensure effective communication and student growth by:

- Maintaining updated grade books and meeting district deadlines.
- Communicating with parents about failing Progress Report or Report Card grades and staying in regular contact.
- Providing students opportunities to remediate and reassess without grade penalties if mastery isn't achieved.
- Holding at least one after-school tutorial session per week.

# A Day in the Life of a YES Prep Elementary Teacher

At YES Prep, each day is filled with opportunities to connect, inspire, and make a lasting difference for students!



## CLASSROOM STRUCTURE

- **Pre-K, Kindergarten, and 1st Grade:** Teachers lead self-contained classrooms, teaching all subjects to one cohort. Pre-K classrooms even include a dedicated teacher assistant for extra support.
- **2nd Grade:** Depending on the campus, classes may be self-contained or departmentalized.
- **3rd-5th Grade:** Teachers specialize in one or two subjects, teaching multiple student cohorts.
- **Special Education** is supported with an inclusion model, where dedicated teachers push into classrooms to help students meet their individual needs.



## MORNING ROUTINE

- Classes begin at 7:25 a.m. Teachers are expected to arrive by 6:50 a.m. to support with Morning Duty and prepare for the day.
- Morning Classroom Connections happen at the beginning of each day. During these 15 minutes, students engage in activities that foster meaningful relationships, reinforce core values, and build an inclusive community.



## LUNCH and RECESS

- Both teachers and students get a 30-minute lunch break, with teachers rotating lunch duty responsibilities.
- Every grade enjoys a 30-minute recess. Teachers actively engage with students during this time, ensuring safety and fun.
- Once a week during recess, teachers connect with students through a Grade-Level Huddle that focuses on SPARKS Core Values.



## PLANNING TIME

- Teachers have a 45-minute planning period daily. At least twice a week, this time is used for lesson preparation or Professional Learning Communities (PLCs). Coaching sessions and additional development may also occur during planning.



## END-OF-DAY ROUTINE

- The day ends with a Closing Meeting where teachers and students reflect on the day's learning and set personal goals.
- Dismissal: Students are dismissed at 3:00 p.m., and teachers assist with dismissal duty until 3:30 p.m.
- After duty, teachers finalize lesson plans, respond to emails, call parents, and prep for the next day.
- After-School Commitments: One day a week, you'll lead an after-school tutorial, and another day is reserved for professional development or team meetings. Teachers also attend a monthly family engagement event.