

**INFORMATION TO GATHER BEFORE YOUR OBSERVATION:**

<b>Network Lead Name:</b>		
<b>Network Lead Phone Number:</b>		
<b>Site Lead Name:</b>		
<b>Site Lead Phone Number:</b>		
<b>Date of Observation:</b>		
<b>Address of Site:</b>		
<b>Name of Offering(s) to be Observed:</b>		
<b>Time of Observation:</b>	From:	To:

**Additional Notes:**

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**PROGRAM INFORMATION (self and external)**

Organization Name :

Site/ Program Name:

Name(s) of program offering(s) observed:

Name of staff member(s) observed:

Brief description of program offering:

Length of observation:

Total number of staff in room:

Total number of youth in room:

Grade levels(s) of youth observed:

Age(s) of youth in observed offering(s):

Type of program/activities observed (Check all that apply):

<input type="checkbox"/> Mentoring	<input type="checkbox"/> Tutoring	<input type="checkbox"/> Homework Help	<input type="checkbox"/> Drop-in	<input type="checkbox"/> Faith-based
<input type="checkbox"/> Camp	<input type="checkbox"/> Visual Art	<input type="checkbox"/> Dance	<input type="checkbox"/> Drama	<input type="checkbox"/> Math
<input type="checkbox"/> Life skills development	<input type="checkbox"/> Outreach	<input type="checkbox"/> Prevention	<input type="checkbox"/> Sports	<input type="checkbox"/> Science
<input type="checkbox"/> Leadership development	<input type="checkbox"/> Service learning	<input type="checkbox"/> SEL Skills	<input type="checkbox"/> Other	

**STAFF INFORMATION (ASK PRIMARY STAFF PERSON OBSERVED--external only)**

How many years have you worked in programs like this one?

How many years have you worked in this program?

Are you a certified school-day teacher?

Are you a certified Social Worker?

Have you taken any of the Weikart Center's Youth Work Methods?

What is the highest level of education that you have completed? (Check only one)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> GED               | <input type="checkbox"/> High school diploma                | <input type="checkbox"/> Some College but no degree yet/<br>Associate's Degree |
| <input type="checkbox"/> Bachelor's Degree | <input type="checkbox"/> Graduate program but no degree yet | <input type="checkbox"/> Master's Degree                                       |
| <input type="checkbox"/> Doctorate         | <input type="checkbox"/> Other professional degree after BA | <input type="checkbox"/> None of the above                                     |

## Social and Emotional Learning (SEL) PQA Item Summary

### SAFE SPACE

#### Creating Safe Spaces

Item 1	Foster Positive emotional climate
Item 2	Convey warmth and respect
Item 3	Provide support for safe space
Item 4	Demonstrate positive group management style
Item 5	Demonstrate mutual accountability
Item 6	Show active inclusion

### SUPPORTIVE ENVIRONMENT

#### Emotion Coaching

Item 1	Acknowledge emotions
Item 2	Support young people name emotions
Item 3	Discuss constructive handling
Item 4	Discuss emotion causes

#### Scaffolding Learning

Item 1	Break tasks into steps
Item 2	Model skills
Item 3	Encourage young people to improve performance
Item 4	Monitor challenge level

#### Fostering Growth Mindset

Item 1	Guide young people to self-correct
Item 2	Use non-evaluative language
Item 3	Attribute achievement to effort

### INTERACTIVE ENVIRONMENT

#### Fostering Teamwork

Item 1	Promote active collaboration
Item 2	Establish shared goals
Item 3	Provide group-process opportunities

#### Promoting Responsibility and Leadership

Item 1	Assign responsibility for tasks
Item 2	Support carrying out responsibilities independently
Item 3	Provide mentoring opportunities
Item 4	Provide leadership opportunities
Item 5	Provide opportunities to present

#### Cultivating Empathy

Item 1	Structure activity for sharing and listening
Item 2	Encourage understanding others' emotions
Item 3	Structure activities for showing kindness and affirmation
Item 4	Support valuing of differences

### ENGAGING ENVIRONMENT

#### Furthering Learning

Item 1	Support connections to previous knowledge
Item 2	Link examples to principles
Item 3	Encourage extending knowledge
Item 4	Encourage logical reasoning
Item 5	Guide discovery

#### Supporting Youth Interests

Item 1	Provide open-ended choice
Item 2	Provide multiple opportunities for choice
Item 3	Support creativity

#### Supporting Plans and Goals

Item 1	Set up planning opportunities
Item 2	Ensure young people record or represent plans
Item 3	Facilitate monitoring progress toward goal
Item 4	Support problem-solving alternatives