

## APPENDIX 3A

# Things to Look For/Questions for Discussion About Environments and Resources for Literacy in Your School

The following tools are designed to be used by teachers, coaches, or other instructional leaders to take stock of existing resources, materials, and conditions supportive of high-quality, engaging literacy instruction. We encourage individuals and groups to respond to these questions, seek out additional information to answer these questions, and consider the presence and absence of other materials, as well as the reasons how or why those materials are in the school/classroom.

Things to look for/questions to ask about environments for literacy instruction:

### In Classrooms

- How do students access texts?
- How is reading tracked or measured?
- What types of texts are visible in the classroom?
- In what ways do the books match students' backgrounds and interests?
- How are textbooks/core reading programs used?

### In Grade-Level Teams

- Where are books stored?
- Who has access to the book room?
- Who manages/organizes the book room?
- What is the process for requesting new books?
- What outside partners (libraries, district offices, unions, nonprofit organizations) offer sources of texts we can use?
- What are the expectations for procuring books, organizing classroom libraries, and sending books home with students?
- What online resources are available?
- What is the process for requesting other online resources?