

Williams Reviewer Reporting Requirements

The written reports need to be submitted to Kandy Woerz via email on the same day of the visit.

Send all reports to Kandy Woerz (209) 238-1333 / Fax (209) 238-4242
kwoerz@stancoe.org

REPORTING TEMPLATE

SCHOOL NAME: _Woodrow Elementary

DATE OF VISIT: August 23, 2018

NAME OF REVIEWERS: __Linda Erickson, Linda Chrabas, Bill Stires

NO INSUFFICIENCIES FOUND: X INSUFFICIENCIES FOUND: (See below)

Five Day Insufficiency Letter	
List the subject area, publisher and name of the text or workbook	
List grade level, name and number of materials needed, and room number	

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Written 5- Day Insufficiency Letters – SCOE sends to District superintendent and site administrator