

Co-Teaching Roles and Responsibilities Checklist

	Gen. Ed Teacher	Sp. Ed. Teacher	Both	Other (indicate person responsible)
Lesson Planning				
Establishing Behavior Expectations				
Taking attendance				
Developing grading rubrics				
Developing Assessments				
Modifying/Adapting assignments				
Modifying/Adapting assessments				
Preparing materials				
Checking homework				
Grading Assignments				
Grading Assessments				
Establishing classroom routines				
Developing Behavior charts and plans				
Monitoring behavior charts and plans				
IEP goal progress monitoring and data collection				
Completing IEP progress reports				
Completing report cards				
Communicating with parents				

***Roles and responsibilities should be divided equally and reviewed regularly