



Pre-Observation Conference Form

Employee Name _____

Evaluator Name _____

Pre-Conference Date _____

Observation Date _____

Room Number _____

Class/Period _____

1. Where are you in the course, unit or lesson (page numbers in text, introductory - middle - culminating activity, etc.)?

2. What are your learning objectives for today's lesson and why?

3. What evidence will demonstrate that students have learned?

A. during the lesson

B. after the lesson

September 1, 2015 through August 31, 2017

4. What information or data have you used to develop your instructional strategy (ies) for this lesson? Why did you choose this strategy?

5. How does this lesson align or not align with your professional goals?

6. How does this lesson align with GLE's, district curriculum, and/or professional content standards for your subject area or course?

7. What observational data would you like collected during the lesson? For example, data around activities such as Socratic seminar, Make Your Day, Bloom's Taxonomy, proximity, questioning strategies, etc.

September 1, 2015 through August 31, 2017

8. Special characteristics to be aware of (behaviors, interactions, students with special circumstances, etc.)

Teacher Signature _____

Date _____

Administrator Signature _____

Date _____