**ADMINISTRATOR AND PEER EVALUATOR**

**OBSERVATION FORMS**

**THE SCHOOL BOARD OF HIGHLANDS COUNTY**

***Where Excellence is a Tradition***

 **ENHANCING TEACHER EFFECTIVENESS**

***Working together to help students achieve by helping teachers succeed***

**Pre-Observation Conference Form – Classroom Teacher**

*(To be completed by teacher prior to Pre-Observation Conference for discussion with observer)*

Teacher Name       School/Location

Observer Name       Date

Questions: Please provide brief answers to each question.

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| **Learning Goals and Objectives** |
| 1. What is/are your lesson objective(s)? (Domain Components 1a, 1c)       |
| 2. How is/are the lesson objective(s) aligned with state curriculum standards? (1a, 1c)       |
| 3. What data did you use to design this lesson? How did the data influence the planning of this lesson? (1b, 1c, 1f)       |
| **Assessment** |
| 4. How will you know if your lesson objective(s) was/were achieved? (1f)       |
| **Instructional Strategies and Activities (AVID)** |
| 5. What teaching strategies will you use to teach this lesson? What resources will be utilized (1a, 1d)       Why did you choose these strategies and resources? (1a, 1b, 1d)       |
| **Connecting Learning** |
| 6. What is the academic relationship between this lesson with past or future lessons? (Why this lesson? Why now?) (1a, 1e)       |
| **Other** |
| 7. Please explain any special situations or circumstances of which the observer may need to be aware.       |
| 8. The observer will provide feedback on this lesson. Are there specific areas you would like the observer to look for or focus on?       |
| **Additional Comments** |
| 9. Teacher       |
| 10. Observer       |