

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.

<b>Learning Goals and Objectives</b>
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)
<b>Assessment</b>
4. How will you know if your lesson objective(s) was/were achieved? (1f)
<b>Instructional Strategies and Activities (AVID)</b>
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