THE SCHOOL BOARD OF HIGHLANDS COUNTY

***Where Excellence is a Tradition***

ENHANCING TEACHER EFFECTIVENESS

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

**Formal Classroom Observation Form**

|  |  |  |
| --- | --- | --- |
| Teacher | School | Observer |
| Date | Beginning Time | Ending Time |

|  |  |  |
| --- | --- | --- |
| **Component** | **Scripted Comments on Observed Components** | |
| **Domain 1: Planning and Preparation** | | |
| **1a. Knowledge of Content and Pedagogy**  \*Knowledge of Content/Structure  \*Knowledge of Prerequisite Relationship  \*Knowledge of Related Pedagogy | HE  E  NI  D  I  NO |  |
| **1b. Knowledge of Students**  \*Know Child/Adolescent Development  Know the Learning Process  \*Students’ needs, interest, proficiency | HE  E  NI  D  I  NO |  |
| **1c. Selecting Instructional Outcomes**  \*Value, Sequence, and Alignment  \*Clarity and Balance  \*Suitability for Diverse Learners | HE  E  NI  D  I  NO |  |
| **1d. Knowledge of Resources**  \*Resources for Classroom Use  \*Resources to Extend Knowledge  \*Resources for Students | HE  E  NI  D  I  NO |  |
| **1e. Designing Coherent Instructions**  \*Learning Activities/Materials  \*Instructional Groups  \*Lesson and Unit Structure | HE  E  NI  D  I  NO |  |
| **1f. Designing Student Assessment**  \*Congruence w/Instructional Outcomes  \*Criteria and Standards  \*Design of Formative Assessment | HE  E  NI  D  I  NO |  |
| **Component** | **Scripted Comments on Observed Components** | |
| **Domain 2: Classroom Environment** | | |
| **2a. Environment of Respect and Rapport**  \*Teacher Interaction w/ Students  \*Students’ Interaction w/ one another | HE  E  NI  D  I  NO |  |
| **2b. Establishing a Culture of Learning**  \*Importance of the Content  \*Expectations for Learning  \*Student Pride in Work | HE  E  NI  D  I  NO |  |
| **\*2c. Managing Classroom Procedures**  \*Management of Instructional Groups, Transitions, and Materials  \*Performance of Non-instructional duties  \*Supervision of Volunteers and Paras | HE  E  NI  D  I  NO |  |
| **2d. Managing Student Behavior**  \*Expectations  \*Monitoring of Student Behavior  \*Response to Student Misbehavior | HE  E  NI  D  I  NO |  |
| **2e. Organizing Physical Space**  \*Safety and Accessibility  \*Arrangement of Furniture and use of Physical Resources | HE  E  NI  D  I  NO |  |
| **Component** | **Scripted Comments on Observed Components** | |
| **Domain 3: Instruction** | | |
| **3a. Communicating with Students**  \*Expectations for Learning  \*Directions and Procedures  \*Explanations of Content  \*Use of Oral and Written Language | HE  E  NI  D  I  NO |  |
| **3b. Use of Questioning/Discussion Techniques**  \*Quality of Questions  \*Discussion Techniques  \*Student Participation | HE  E  NI  D  I  NO |  |
| **3c. Engaging Students in Learning**  \*Activities and Assignments  \*Grouping of Students  \*Instructional Materials/Resources  \*Structure and Pacing | HE  E  NI  D  I  NO |  |
| **3d. Using Assessment in Instruction**  \*Assessment Criteria  \*Monitoring of Student Learning  \*Assessment Criteria  \*Monitoring of Student Learning  \*Feedback to Students  \*Student Self-Assessment | HE  E  NI  D  I  NO |  |
| **3e. Demonstrating Flexibility**  \*Lesson Adjustment  \*Response to Students  \*Persistence | HE  E  NI  D  I  NO |  |
| **Component** | **Scripted Comments on Observed Components** | |
| **Domain 4: Professional Responsibilites** | | |
| **4a. Reflecting on Teaching**  \*Accuracy  \*Use in Future Teaching | HE  E  NI  D  I  NO |  |
| **4b. Maintaining Accurate Records**  \*Student Completion of Assignments  \*Student Progress in Learning  \*Non-instructional Records | HE  E  NI  D  I  NO |  |
| **4c. Communicating with Families**  \*Information on Instructional program  \*Information on Individual Students  \*Engagement of Families in School | HE  E  NI  D  I  NO |  |
| **4d. Participating in Professional Community**  \*Relationships with Colleagues  \*Service to School  \*Participation in School/District Project | HE  E  NI  D  I  NO |  |
| **4e. Growing/Developing Professionally**  \*Enhancement of Content Knowledge  \*Receptivity to Feedback from Colleagues  \*Service to Profession | HE  E  NI  D  I  NO |  |
| **4f. Demonstrating Professionalism**  \*Integrity and Ethical Conduct  \*Service to Students/Advocacy  \*Decision Making | HE  E  NI  D  I  NO |  |

**Key: HE-Highly Effective E-Effective NI-Needs Improvement/D-Developing (1st 3 yrs) I-Ineffective NO-Not Observed**