**NORTH FRANKLIN SCHOOL DISTRICT**

**OBSERVATION FORM**

**INSTRUCTIONAL COACHES (GLAD)**

Name:       Assignment:

Date and Time of Observation:       Date Pre-Observation Conference:

Date Post-Observation Conference:

**1. KNOWLEDGE AND PREPARATION IN THE FIELD**

1.1 Attends classes/conferences/workshops and does reading/study to maintain appropriate academic background in the subject area.

1.2 Develops a schedule of activities that provides a sound GLAD program for all staff

1.3 Incorporates information from classes, conferences, workshops, observations, teachers in the development of programs, training and feedback

Comments:

**2. INSTRUCTIONAL/TRAINING**

* 1. Model GLAD strategies

2,2 Assist in providing instructional support and planning to all staff

* 1. Provides feedback for improvement
  2. Assist staff with instructional materials and curriculum
  3. Uses state standards, ELD standards in planning and developing a variety of instructional experiences and strategies to meet the needs of staff

Comments:

**3. EFFORT TOWARD IMPROVEMENT WHEN NEEDED**

* 1. Shows professional growth as a result of participation in professional activities
  2. Responds positively to recommendations included in periodic and annual personnel evaluations
  3. Uses self-assessment to identify strengths, needs, and limitations
  4. Takes appropriate action to facilitate growth, including participation in professional growth activities
  5. Uses classroom student achievement data to guide improvements

Comments:

**4. PROFESSIONAL CHARACTERISTICS**

4.1 Exhibits flexibility, self-control, mature behavior, and good judgement

* 1. Maintains an appearance that does not detract from the educational process or the education profession
  2. Selects appropriate methods for resolving concerns, problems, and/or conflicts
  3. Participates in staff/departmental/grade level meetings and other meetings deemed necessary by the building administrator
  4. Demonstrates commitment to school by working toward continuous improvement; works productively with colleagues; shares responsibility
  5. Actively and collaboratively participates wit h building principals and staff
  6. Communicates effectively and positively with students, staff and administration
  7. Develop and maintain a schedule

Comments:

General Comments:

Date Evaluator’s Signature

Date Teacher’s Signature

NOTE: The signature of the staff does not imply agreement with the results of this observation and only acknowledge having seen the report. The staff shall have the exclusive right to attach his/her own comments, which shall become a part of this report.