**UNIT #7 SCHOOLS**

**POST-OBSERVATION CONFERENCE FORM**

Staff Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Subject/Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pre-Conf. Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Observation Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_

Class Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Post Conf. Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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***Directions to the Teacher:***

*Please answer the following questions concerning the lesson that was observed. Your responses will serve as the basis for conversation during your Post-observation Conference.*

1. **In general, how successful was the lesson? Did the students learn what you intended them to learn? How do you know?**
2. **To what extent was the lesson’s goal(s) and objective(s) appropriate for your students?**
3. **To what extent were your assessment strategies specific to this lesson effective? Would you make any changes in your approach to assessment? If so, what changes would you make and why?**
4. **Please comment on your classroom procedures, your use of physical space, and the students’ conduct. To what extent did the classroom environment contribute to students learning?**
5. **Did you make any modifications/adjustments to your plan during the lesson? If so, what were they, and what motivated these changes?**
6. **To what extent was your feedback to the students-**

**Accurate-**

**Substantive-**

**Constructive-**

**Specific-**

**and/or timely?**

**How might you have responded differently?**

1. **Please describe an instance in which your feedback positively affected a student’s learning.**

***Directions to the Teacher:***

*Please take just a moment to reflect and share on each of the four domains. What are your successes? What are your challenges? What are the areas for future growth? Your responses will serve as the basis for conversation during your Post-observation Conference.*

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**DOMAIN 1 Planning & Preparation**

**Successes:**

**Challenges/Concerns:**

**Future Focus:**

**DOMAIN 2 The Classroom Environment**

**Successes:**

**Challenges/Concerns:**

**Future Focus:**

**DOMAIN 3 Instruction**

**Successes:**

**Challenges/Concerns:**

**Future Focus:**

**DOMAIN 4 Professional Responsibilities**

**Successes:**

**Challenges/Concerns:**

**Future Focus**