

Peer Observation – Documentation to Evaluator

(Submit this **ONE PAGE** to primary evaluator)

Teacher/Other Professional Name:	
Observation Date:	
School:	
Grade Level/Subject:	
Peer Observer:	
Date of Conference:	

Submit this documentation form to the primary evaluator of the teacher/other professional. This form indicates that the appropriate peer observation was conducted for the summative year for the identified teacher/other professional.

Peer observation was schedule & any pre-conferencing requested was completed
 Peer observation occurred with peer looking for evidence and feedback in the area(s) the teacher/other professional specified
 Post conference discussion was held where peer observer could provide teacher/other professional with feedback from lesson.
 Appropriate forms were signed & both the peer and teacher/other professional have copies for their records.

 Teacher/Other Professional's Signature

 Date

 Peer Observer's Signature

 Date

Received by evaluator:

 Evaluator's Signature

 Date