PRE-OBSERVATION DOCUMENT



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| **Teacher** |  |
| **EPSB ID#** |  |
| **School** |  |
| **Grade Level/Subject(s)** |  |
| **Observer** |  |
| **Date of Conference** |  |

**Preconference (Planning Conference)**

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| **Questions for Discussion:** | **Notes:** |
| What is your identified student learning target(s)? |  |
| To which part of your curriculum does this lesson relate? |  |
| How does this learning fit in the sequence of learning for this class? |  |
| Briefly describe the students in this class, including those with special needs. |  |
| How will you engage the students in the learning? What will you do? What will the students do? Will the students work in groups, or individually, or as a large group? Provide any materials that the students will be using. |  |
| How will you differentiate instruction for individuals or groups of students? |  |
| How and when will you know whether the students have achieved the learning target(s)? |  |
| Is there anything that you would like me to specifically observe during the lesson? |  |

OBSERVATION NOTES



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| **Teacher Name:** |  | **Physical Classroom Layout:** |
| **Date:** |  |   |
| **Beginning Time:** |  |
| **Ending Time:** |  |
| **Number of Students:** |  |
| **Other General Information:** |  |

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| **Time** | **Actions and Statements/Questions by Teacher and Students** | **Domain & Component** |
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| **Teacher Name:** |  |
| **Date:** |  |

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| **Time** | **Actions and Statements/Questions by Teacher and Students (cont.)** | **Domain & Component** |
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