

EXTENDED OBSERVATION SIGN-OFF SHEET

Date of Observation _____

(Post conference meeting must occur within seven days of observation date.)

The signature of the teacher denotes receipt.

Signature of Teacher

Date

Signature of Evaluator

Date

The teacher shall have the opportunity to respond in writing to statements contained in this observation and/or express opinions related to the effectiveness of the performance evaluation plan within five (5) school days of post-observation conference. The teacher's written response will be attached to this document.

(Please attach to post observation)