

FORMATIVE PRE-OBSERVATION CONFERENCE FORM

(To be completed by the evaluator and evaluatee before the classroom observation visit.)

_____ Evaluatee	_____ Evaluator	_____ Position
_____ School	_____ Date	_____ Time
_____ Content Area / Grades	_____ No. Students w/IEP's	_____ No. of Students

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(To be completed by evaluatee and provided to the evaluator before the classroom observation.)

Academic Expectations Targeted # _____ # _____ # _____ # _____

Core Content # _____

Major Lesson Content or (Unit Study) _____

Specific Learning Target _____

Assessment of Lesson or (Culminating Performance) _____

Unique situations or circumstances of which observer should be aware: _____ **None or Not Applicable**

Context: Describe this lesson's relationship to the larger unit: _____

Growth Plan Objectives visible in lesson: _____

_____ <i>Evaluatee Signature</i>	_____ <i>Date</i>	_____ <i>Evaluator Signature</i>	_____ <i>Date</i>
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* Please place any additional comments/concerns on the back of this form.