OBSERVATION PROCESS

Stage 1-Planning

Stage 2

Stage 3- Reflection

Lesson Plan

Pre-Observation Conference

Classroom Observation

Reflection

Post-Observation Conference

Teacher

- 1) Reviews data
- 2) Prepares lesson plan.

Teacher

- 1) Prepares pre-conference guide
- 2) Shares with observer

Teacher

- 1) Teaches lesson
- 2) Collects student work from the lesson

Teacher

- 1) Prepares to share student work and results
- 2) Prepares and submits lesson reflection guide.
- 3) Prepares selfratings

Teacher

- 1) Discusses student work analysis and reflection
- 2) Discusses ratings
- 3) Makes suggestions for improvement

Observer

- 1) Reviews lesson plan
- 2) Collects evidence
- Formulates questions

Observer

- 1) Hosts meeting
- 2) Listens to presentation
- 3) Asks questions
- 4) Collects evidence

Observer

- 1) Observes lesson
- 2) Speaks with students
- 3) Collects evidence

Observer

- 1) Reviews student work analysis and lesson reflection
- 2) Collects evidence
- 3) Prepares initial ratings

Observer

- 1) Hosts meeting
- 2) Discusses student work analysis and reflection
- 3) Discusses ratings
- 4) Makes suggestions for improvement
- 5) Finalizes ratings

Data Gathered

Lesson / assessment planning, knowledge of students / content, use of data

Data Gathered

Lesson / assessment planning, knowledge of students / content, use of data

Data Gathered

Delivery of instruction, use of assessment for learning, and classroom environment

Data Gathered

Reflection on teaching and assessment, use in future planning

Ratings Finalized

All areas of practice