

Capistrano Unified School District
Pre-Observation Conference Form

Teacher: _____
Subject/Grade: _____

School: _____ Date _____
Time/Period: _____

Please answer these questions and bring the completed form to your pre-observation conference.

What will you be teaching and what content standard will it be addressing? (CONTENT)

What do you expect your students to know or do by the end of this lesson? (OUTCOME)

What activities will you and your students be doing? (PROCESS)

How will you know if your lesson is successful for all groups of students? (ASSESSMENT)

On which teaching standard(s) would you like the observer to focus?

Other comments?

Teacher checks all California Standards for the Teaching Profession that may apply during the lesson.

Engaging & Supporting All Learning

- Connecting prior knowledge, life experience, and interests
- Using a variety of instructional strategies
- Facilitating learning experiences -autonomy, learning, choice
- Engaging students in problem solving, critical thinking, & skills
- Promoting self-directed, reflective learning for all students

Creating & Maintaining an Effective Environment for All

- Organizing the physical environment
- Planning and implementing procedures and routines
- Establishing a climate of fairness and respect
- Promoting social development and responsibility
- Establishing and maintaining standards for student behavior
- Using instructional time effectively

Understanding & Organizing Subject Matter Knowledge

- Demonstrating knowledge of subject matter content
- Organizing curriculum to support student understanding
- Integrating ideas and information
- Developing student understanding-instructional strategies
- Using materials, resources, and technologies

Planning Instruction & Designing Learning Experiences for All

- Drawing on students' backgrounds, interests & developmental learning needs
- Establishing goals for student learning
- Developing and sequencing instructional activities
- Designing long and short term plans
- Modifying for student needs

Assessing Student Learning

- Establishing learning goals for all students
- Using multiple sources of information to assess
- Involving & guiding students assessing their own learning
- Using the results of assessments to guide instruction
- Communicating with students and families about student progress

Developing as a Professional Educator

- Reflecting on teaching and learning
- Establishing professional goals and pursuing opportunities to grow professionally
- Working with communities to improve professional practice
- Working with families to improve professional practice
- Working with colleagues to improve professional practice