

Name:

Use this Lesson Journal as a guided notes document as you progress through the observation process, recording your evidence and planning in the document.

Planning the Pre-Conference

Having reviewed the teacher’s educator profile and lesson plan for the upcoming lesson you will observe, generate 5 questions you might ask during a Pre-Conference.

- 1.
- 2.
- 3.
- 4.
- 5.

Pre-Conference

Watch the pre-conference video.

1. How did the questions asked compare to the questions you generated?
2. What additional evidence is collected?

Lesson Observation

Watch the video of the observation. Use the table below or your own method to script during the observation.

Time	Teacher	Student

Categorizing Evidence

Now that you have recorded notes related to the teacher's pre-conference, materials and lesson, take a moment to **re-visit** the evidence that you have collected. For this activity, **categorize the evidence** based within the following components:

Standard	Evidence	Rating
Communication with Students		
Monitoring Student Understanding		
Student Centered Learning		
Classroom Routines and Procedures		
Classroom Climate and Cultural Competency		

Use of Assessments		
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Planning for the Post-Conference

The teacher provided his Power Point slide deck for review. Generate 5 reflective questions you would ask the teacher aligned to the identified focus area(s) that would enhance a strength and/or support an area of growth.

- 1.
- 2.
- 3.
- 4.
- 5.

Post Conference

Considering the evidence collected thus far, what information are you still looking for in the Post-Conference?

Watch the post-conference of the lesson for the purpose of collecting additional evidence.

- What did the evaluator ask?
- What additional evidence was collected?
- What coaching skills do you observe during the post conference?

Overall Rating

Review the additional documentation collected throughout the evaluation cycle. Record your additional evidence in the Categorizing Evidence section above. Determine a rating for each component and identify the teacher's overall rating for this observation:

Overall Rating: