

# PRE-OBSERVATION CONFERENCE FORM FOR CLASSROOM TEACHERS (OPTIONAL)

Structured Review of Lesson Plan (*lesson plan must be submitted with this form*)

Teacher \_\_\_\_\_ Date \_\_\_\_\_

Grade Level(s) \_\_\_\_\_ Subject \_\_\_\_\_

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Identify the standards to be taught and how they connect to other standards within or outside of the discipline. For teachers of grades/subjects without CCSS, how are you ensuring that you incorporate the CCSS in your lesson?

What do you expect the students to know and be able to do after the lesson?

How has student data (e.g., from Data Driven Instruction/Inquiry) informed your instruction, and how does this lesson specifically address the needs identified from a review of the data?

How will you know if students have achieved the instructional objective?

What changes or adjustments to the lesson will you need to make if students do not show evidence that they have mastered the sub-objectives?

Are there specific areas where you would like feedback?

Is there anything else you want me to be aware of before going to observe this lesson?