

# SUMTER COUNTY SCHOOLS

PS-156  
Rev. 5/14

## Post-Observation Conference Form

Name (Last) _____ (First) _____ (Middle) _____	Name of Evaluator _____
School _____	Position of Evaluator: Principal _____ Asst. Principal _____ Other _____ Specify _____

Date/Time of Pre-conference: \_\_\_\_\_ Date/Time of Observation: \_\_\_\_\_

Primary Assignment: \_\_\_\_\_ Grade Level(s): \_\_\_\_\_

Certification Area (s): \_\_\_\_\_ In-Field: \_\_\_\_\_ Out-Of-Field: \_\_\_\_\_

### Answer the following questions:

1. To what extent did you meet your instructional goals? What evidence do you have of this?
2. Did the outcome of your lesson represent high learning expectations for all students? If yes, how so? If not, how might you re-write it to be more rigorous?
3. How do you know whether the materials, resources, student groupings and activities you chose helped to advance learning? What factors did you use in determining this?
4. To what extent did you incorporate opportunities for thinking, writing, and collaboration, factual and procedural knowledge in your lesson?
5. What procedures did you teach your students so they could assume responsibility for their materials, behavior, class work, class time and physical space? How is this connected to their learning?
6. What evidence do you have that your students take pride in their work? What do work samples reveal about students' levels of engagement and understanding?
7. Did this lesson reveal any aspects of your practice that would benefit from focused professional development?
8. Are there other thoughts about the lesson that you would like to share?