**Form C1: Teacher Informal Observation Form (1)**

Teacher: Click here to enter text. Evaluator: Click here to enter text.

School/Position/Subject: Click here to enter text. Date of Observed Practice: Click here to enter a date.

Date Form C1 Provided to Employee: Click here to enter a date.

**Evidence of Planning & Preparation/Professional Responsibilities (Domain 1 & 4):**

Click here to enter text.

***General Observations***

|  |  |
| --- | --- |
| **Teacher Actions:** *Teacher spent most of the time….* | **Student Behaviors:** *Students spent most of the time…* |
| Click here to enter text. | Click here to enter text. |

**Observations of the Classroom Environment**

|  |  |
| --- | --- |
| ***Components*** | ***Evidence, Examples, Suggestions, Notes, Directives*** |
| **2A. Respect and Rapport**  Students were respectful of the teacher and each other.  Teacher was respectful of the students, school, and community. | Click here to enter text. |
| **2B. Culture for Learning**  Punctuality and good use of time are evident.  Academic expectations are rigorous and clear to students.  Teacher used presence to impact behavior and performance. | Click here to enter text. |
| **2C. Classroom Procedures**  Established classroom routines were evident.  Transitions between activities are efficient.  The seating arrangement was conducive to learning.  Learning resources and teaching materials were organized and readily available. | Click here to enter text. |
| **2D. Managing Student Behavior**  The teacher effectively, efficiently, sensitively addressed issues of misbehavior.  Behavioral expectations are clearly communicated to students.  Positive behavior interventions are used. | Click here to enter text. |
| **2E. Managing Physical Space**  The c classroom is safe, and all students are able to see/hear.  The classroom is arranged to support the instructional goals and learning activities.  The teacher makes appropriate use of technology. | Click here to enter text. |

***Note:*** *Unchecked boxes mean only that a trait was* ***not observed*** *during this short observation. The trait may not have been applicable to this lesson, or it may have been demonstrated before or after this observation period.*

**Form C1: Teacher Informal Observation Form (2)**

**Observations of the Instruction**

|  |  |
| --- | --- |
| ***Components*** | ***Evidence, Examples, Suggestions, Notes, Directives*** |
| **3A. Communicating Clearly and Accurately**  Objectives are clear and appropriate.  Directions are presented clearing, in both oral and written format with teacher modeling, if appropriate. | Click here to enter text. |
| **3B. Questioning and Discussion Techniques**  Teacher utilizes in-depth questioning and encourages thoughtful discussion  Teacher uses a variety of techniques to encourage all students to contribute to the discussion. | Click here to enter text. |
| **3C. Engaging Students in Learning**  Students were engaged in learning activities.  Students knew why they were doing this activity.  Learning activities require high-level student thinking.  Pace is suitable for the lesson: neither dragged out nor rushed, with time for closure and student reflection. | Click here to enter text. |
| **3D. Using Assessment in Instruction**  Teacher provides timely, effective, constructive feedback to students, including praise as appropriate.  The teacher pays close attention to evidence of student understanding.  Teacher poses specifically created questions to elicit evidence of student understanding. | Click here to enter text. |
| **3E. Flexibility and Responsiveness**  Teacher addresses diverse abilities.  Teacher adjusts instruction in response to evidence of student understanding (or lack of it).  Teacher handled unexpected circumstances. | Click here to enter text. |

***Note:*** *Unchecked boxes mean only that a trait was* ***not observed*** *during this short observation. The trait may not have been applicable to this lesson, or it may have been demonstrated before or after this observation period.*

***Evaluator or employee may request a post-conference to further address information observed.***