**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.***