



## ELEMENTARY LEVEL

### Post Observation Form

**Formal Observation**     
  **Informal Observation**

Educator \_\_\_\_\_ Supervisor \_\_\_\_\_ Date \_\_\_\_\_  
 Day of Week \_\_\_\_\_ School \_\_\_\_\_ Period \_\_\_\_\_  
 Class \_\_\_\_\_ Grade Level \_\_\_\_\_ Number of Students \_\_\_\_\_

**M** = Meets District Standards     
 **IR** = Improvement Required     
 **NA** = Not Applicable

I. Summary of Lesson

II. Analysis of Lesson

<b>AREAS OF OBSERVATION</b>	<b>M</b>	<b>IR</b>	<b>NA</b>	<b>COMMENTS</b>
<b>Assessment:</b> Formal and informal assessments; used to Drive instruction; prompt feedback to students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Clarity of Instruction:</b> Clear objectives; grade appropriate Practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Classroom Climate:</b> Inclusion; personal worth of each student; students respect teacher; teacher enthusiastic about student learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Differentiation:</b> Specific learning needs of students addressed; high expectations for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**AREAS OF OBSERVATION, cont.**

	<b>M</b>	<b>IR</b>	<b>NA</b>	<b>COMMENTS</b>
<b>Engagement of Students:</b> Students attentive and on task	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<b>Management:</b> Desirable student behavior established; School and district discipline procedures used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<b>Organization:</b> Students know classroom routines and Procedures; classroom safe and conducive to learning; Environment represents student demographics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<b>Planning:</b> Knowledge of curriculum, effective use of Instructional resources and strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Questioning Strategies: Higher level questions; Directed at all learners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Timing: Lesson pacing matches needs of students; Smooth transitions; efficient use of time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

III. Plans for Next Observation

\_\_\_\_\_  
Educator's Signature Date

\_\_\_\_\_  
Supervisor's Signature Date

**Additional Comments**