



Pasadena ATCP Instructional Specialist Observation

Intern Teacher: _____ Intern Campus: _____

ATCP Instructional Specialist: _____

Part A: Pre-Observation Conference

Interns, please answer the following questions prior to your observation. Part A may be submitted to your ATCP Instructional Specialist by e-mail before the observation date or provided by you on the day of the observation. Instructions for Parts B and C will be provided to you after the observation.

1. What are your goals for the observation? (What will be your TEKS objective, content, learning environment, instructional strategies, student product(s), etc.?)

2. How will you know you are successful? How will you assess student achievement?

3. What would you like your ATCP Instructional Specialist to look for or focus on during the observation? What areas of data collection would be most helpful to the development of your teaching skills? **Please check and explain below:**

- | | |
|---|---|
| <input type="checkbox"/> Classroom management | <input type="checkbox"/> Individual student concerns |
| <input type="checkbox"/> Instructional strategies | <input type="checkbox"/> Rigor and Relevance |
| <input type="checkbox"/> Cognitive levels | <input type="checkbox"/> Depth and complexity of lesson |
| <input type="checkbox"/> Other _____ | |



Part B: ATCP Instructional Specialist Observation

Intern Name: _____

Date: _____

Subject and Grade: _____

Time: _____

ATCP Instructional Specialist: _____

This form is designed to provide developmental and reflective feedback to the intern teacher.

Lesson Objective (TEKS): _____

Area of Focus from Part A: _____

Classroom Management

- | | | |
|--|--|---|
| <input type="checkbox"/> Materials available and ready | <input type="checkbox"/> Appropriate student behavior | <input type="checkbox"/> Student/teacher interactions |
| <input type="checkbox"/> Constructive feedback | <input type="checkbox"/> Positive praise | <input type="checkbox"/> Student engagement |
| <input type="checkbox"/> Redirection of inappropriate student behavior | <input type="checkbox"/> Effective use of instructional time | <input type="checkbox"/> Student work displayed |

Directions in preparation for post observation conference with Specialist:

1. Please review the observation notes on this form that were taken by your Instructional Specialist.
2. Use the "Best Practices" key to identify and code best practices reflected in the observation data.
3. Complete the reflection questions in Part C prior to your post observation conference.
4. During the post observation conference, discuss and reflect on how the lesson addressed best practices.

Key	Best Practices
EN	Engaging and supporting all students in learning
EE	Creating and maintaining an effective environment
SM	Understanding and organizing subject matter
PL	Planning instruction and designing learning experiences
AS	Assessing student learning
DP	Developing as a professional educator

Time	Key	Observation Data



Part C: ATCP Instructional Specialist Post Observation Conference

Intern Name: _____ Conference Date: _____

ATCP Instructional Specialist: _____

Use this key to identify best practices as you read through your ATCP Instructional Specialist's observation notes. Mark the "best practices" below on your copy of Part B in the "key" column.

Key	Best Practices
EN	Engaging and supporting all students in learning
EE	Creating and maintaining an effective environment
SM	Understanding and organizing subject matter
PL	Planning instruction and designing learning experiences
AS	Assessing student learning
DP	Developing as a professional educator

As you reflect on your lesson, how do you feel it went? _____

What did you see students doing or saying to support your impression? _____

What worked well? _____



Fall Observation

What might you change? _____

How did your lesson address best practices? _____

As you identify professional goals, how might your mentor or ATCP Specialist further support you?
