## PRE-OBSERVATION CONFERENCE

Teaching Assistant

## Teaching Assistant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Grade Level(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Subject\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| Instructional Plan |

1a. List the instructional goal(s) for this lesson. How will you assist in the student learning? (1C)

1. Describe the instructional plan. Include instructional strategies, activities, grouping of students, materials and resources and how you will contribute to this instructional plan. (Please attach a copy of student handouts.) (1C)
2. Describe any modifications you will make to accommodate specific learners. (1B)

4a. During the lesson, what methods will you use to monitor student progress and how will that be communicated to the teacher? (1A)

4b. How will you assess/measure student learning of the stated objectives? (1A)

1. Is there anything else, either about your students or your classroom, which you would like an observer to know? (1A) & (1B)

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| Domain 1: Planning and Preparation | | Domain 2: Classroom Environment | |
| 1a. Provides feedback to teachers RE: student understanding/performance |  | 2a. Demonstrates good judgment and reacts calmly and in a professional manner to student behavior while providing safe interventions |  |
| 1b. Assist in gathering and recording data about performance and behavior of students |  | 2b. The teaching assistant’s words and action contribute to an environment of respect and rapport |  |
| 2c. Treats students in a respectful, fair and impartial manner |  |
| 1c. Assists in adapting instructional strategies, materials and supplies according to the student needs |  |
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| 2d. Facilitates small/large groups of students |  |
| 2e. Has direct and on-going communication with teacher(s) and related staff as well as participates in team problem solving efforts |  |
| Domain 4: Professional Responsibilities | | Domain 3: Instructional Environment | |
| 4a. Interpersonal skills |  | 3a. Implements instructional lesson plans |  |
| 4b. Showing professionalism |  | 3b. Communicates clearly and accurately |  |
| 4c. Growing and Developing Professionally, continually seeks to improve instructional support (reflects one’s work with student; utilizes available resources. |  | 3c. Demonstrates flexibility and ability to adjust lessons |  |
| 4d. Demonstrates a willingness to participate in ongoing staff development |  | 3d. Fosters student independence |  |
| 4e. Use technology tools for communication and productivity as provided by the district. |  |  |  |