**Pre-Observation Template**

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| **Information About the Teacher to be Observed:**\*Teacher:Gender:Race/Ethnicity:Licensure Area: |
| **Information About the Classroom to be Observed**:Grade level:Subject:Number of students:Gender composition of the class:Racial/ethnic composition of the class:Percentage of students classified as economically disadvantaged (in the school):Number of students with IEPs:Number of English Language learners:Number and roles of other adults in the classroom (if applicable): |
| **Information About the Lesson To Be Observed:**Intended **priority academic area** and standards-based instructional focus for the lesson:Relationship between the intended focus and school/district goals or priorities:Relevant student performance data collected prior to the lesson, using available state or local evidence and delineating by subgroup when possible:Intended common instructional practices for use in the **priority academic area** (including practices observed in visits to other classrooms and research-based practices in the content area):Teacher’s pre-lesson self-assessment in this focus area, including strengths, areas in need of improvement, and goals:Essential question for the lesson to be observed:Objective for the lesson to be observed:Summary of the pre-observation meeting, including starting and ending times, location, and topics discussed: |
| **Other:**School/district policies for teacher observations (including contractual guidelines and/or union rules as applicable): |

\*Please use the blinding labels for names (e.g., Teacher A).