**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).