

**Chittenden East Supervisory Union
Pre-Observation Planning Notes**

Teacher's Name: _____

Observer: _____

School: _____

Date of Conference: _____

Class to be observed (grade, subject, date): _____

1. What are your goals or objectives for this lesson (linked to the Domains and VT Standards)?

2. How will you use your assessment results to support student learning and to provide feedback to students?

CESU Supervision and Evaluation Procedures 8.1

3. **Describe your plan for instructional delivery. Address each of the following and provide a rationale for each area (please attach any planning documents):**

- **Instructional strategies: (Activities, student grouping patterns, time allocations)**

- **Specific plans to address different learner needs, including behavior, learning styles, and IEP needs:**

- **Materials, resources, technology, including personnel if appropriate (attach copies of materials that students will use during the lesson):**

4. **Any unique characteristics of the class of which the observer should be aware:**

5. **Any specific focus for the observation:**