School Psychologist Pre-Observation Questionnaire

Employee: _____ **Subject Area Observed:** _____

Grade Level: _____ **Observation Stop Time:** _____

Administrator: _____ **Observation Start Time:** _____

Date: _____

Directions: Please provide a one- or two-sentence response to each of the following questions, and either e-mail the form to your evaluator or bring this sheet with you to the pre-observation conference. Also, please attach any lesson plans, activity sheets, or other information that will help clarify the lesson.

1. Name of student and purpose of meeting.

2. Describe your role in preparation for this meeting.

3. What kinds of effective communication (ESER, graphs, parent handouts, agenda) will you use at this meeting?

4. What would you like me to observe specifically during the lesson/session (goals)?