



Office of the Superintendent

Joe Burgess
Superintendent

Genoa-Kingston District #424
Lesson Plan/Pre-Observation Form

Teacher: _____ Grade Level: _____

Subject: _____

Objective: _____

Date of Lesson: _____ Time of Lesson: _____

The information on this form will be shared at your pre-observation meeting. Please schedule a time to meet with your supervisor and submit this form at least one day prior to the scheduled observation.

1. Student Information Provide background information about the students in your class. (student interests, learning needs, services received, student demographics)

2. Lesson Objective (Provide the three part objective or objective on which the lesson is based.)

3. Content/Curriculum (Indicate the subject area, state standard/s, resources and materials used, previous lessons or content taught to prepare students for this lesson.)

“Preparing students to excel and contribute to their community.”

4. Instruction

- a. Planning and Preparation (Briefly outline the lesson that will be taught and identify necessary preparation for this lesson.)
- b. Best Practices (Describe the instructional strategies used to accomplish this lesson objective. Such strategies may include: collaborative grouping, differentiation of instruction, higher level thinking, student choice, active learning, product variety.)

5. Learning Environment (Describe the classroom setting and climate that you are working to create. Include such items as: room arrangement, displays, bulletin boards, arrangement of materials, behavior management strategies, rapport with students, positive praise...)

- a. Classroom Setting
- b. Interaction with Students

6. Assessment (Describe the type of assessment that will be used in this lesson. This could include observation, conferencing, anecdotal notes, written assessment, rubric, etc.....)

7. Reflection/Review of Lesson (Describe how the students will reflect on the lesson taught.)

This page must be filed in employee personnel file.

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