

**PERRIS UNION HIGH SCHOOL DISTRICT
PRE-OBSERVATION FORM
Directed Teaching**

- Tenured:
 Probationary: 1st 2nd
 Emergency: (not eligible for tenure)
 Intern: (not eligible for tenure)
 Temporary: (not eligible for tenure)
 Other:

Employee Name: _____
 Subject to be Observed: _____
 Date of Observation: _____
 Period to be Observed: _____
 (To be mutually agreed to by administrator & staff member)

Work Site:
 School Year:

The following standards have been mutually agreed to for the evaluation period: 1 2 3 4 5 and is to be turned into the Evaluator within 5 days of the observation, but not later than 24 hours prior to the observation.

AREAS OF OBSERVATION (to be completed by Evaluatee)					
1. Explanation of lesson to be observed.					
2. What preceded this lesson?					
3. What will occur next?					
4. Objectives to be observed (relate them to the District Course of Study/State Framework).					
5. Teaching strategies to be used.					
OTHER AREAS OF OBSERVATION (to be completed by Evaluator)			Yes	No	NI*
a.	Adheres to district/site/state framework				
b.	Provides non-classroom support where applicable				
c.	Prepares, maintains and submits attendance				
d.	Maintains professional demeanor				
e.	Daily, weekly lesson plans evident/available				
f.	Adheres to contractual hours of employment				
g.	Starts & dismisses classes on time				
h.	Assigns appropriate homework				
i.	Emergency lesson plans on file				
j.	Has clear instructional objectives				

White: Site Administrator
 Yellow: Employee

* NI = Needs Improvement