

Literacy KC

Mentor Observation / Self-Evaluation

Teacher Name: _____

Observed by: _____

Class Number: _____

Class Level: _____

Date: _____

Time: _____

Standard(s)/Objective(s) _____

Observations	Observed ✓ = yes	Comments
Objectives are relevant & appropriately aligned with the students' levels of readiness, standards, & needs		
Warm-up		
Presentation		
T connects lesson to students' prior knowledge and experiences.		
T selects and teaches appropriate vocabulary.		
T explicitly teaches language patterns.		
T provides multiple examples.		
T demonstrates a solid understanding of the subject matter.		
T checks for understanding.		
Practice		
Activities follow a logical instructional sequence and allow for gradual release of responsibility (I do, we do, you do).		
Each of the four modalities is addressed.		
Students are engaged in the activities.		
Students are encouraged to communicate with each other. (comment on grouping strategies)		
T allows enough time for students to reflect and respond.		
T gives immediate and appropriate feedback on students' questions and errors.		

There is a continuity between lessons. Students are reviewing previous material.		
Materials and technology are clear and appropriate.		
T connects learning to real lives. Activities were authentic.		
Students' learning was assessed.		
Best Practices		
T demonstrates enthusiasm.		
Students from all backgrounds are treated equally with respect, consideration, and high expectations.		
Routines are clearly established.		
T has established a good rapport with the students.		
T monitors and adjusts the pace and complexity of the lesson.		
The lesson flows smoothly. Transitions were smooth.		
Class time is used effectively.		
Resources/technology used effectively.		
Appropriate ratio of teacher talk : student talk		
Effective classroom management		
Program policies are followed (sign-in sheet, student folders, lesson plans).		
Strengths		
Suggestions		

To be completed by the observed teacher:

I am really proud of:

I would like to improve upon:

Mentor/Mentee Pre-Observation Meeting

Teacher Name: _____

Observed by: _____

Class Number: _____

Class Level: _____

Date: _____

Time: _____

1. Describe the nature of the class (number of students, backgrounds of students, levels).
2. What have you been currently teaching?
3. What do you have planned for the lesson being observed? What are your objectives and expectations?
4. Is there anything specific that you would like me to look for?

Mentor/Mentee Post-Observation Meeting

Teacher Name: _____

Observed by: _____

Class Number: _____

Class Level: _____

Date: _____

Time: _____

1. How do you think the lesson went? Explain what makes you think this.
2. How does this compare with what you expected to happen?
3. Was this a typical class? How was it the same? How was it different?
4. Name two things that worked well in the classroom that you would use again.
5. If you could teach the same class again, what would you do differently?
6. How were your students actively engaged throughout the class?
7. Based on student learning of your objectives, what are your next steps?