Verona Public Schools
Office of Curriculum & Instruction

Name: _____ Date: _____

Pre-Conference Form: Formal Observation

This is the pre-conference form for the first round observations for the 2016-17 school year. Please complete questions 1 through 4 and be prepared to discuss them at the pre-conference. Thank you☺

1. Clearly state the Daily Objective(s) and their connection to the Standards.

2. List of procedures/activities for the lesson (e.g., Warm up, Teacher led PowerPoint, think-pair share, video clip, teacher led discussion, exit card).

3. How do you know if your students have met the objective(s)?

4. Please identify at least 6 “Potential” Marzano Elements that are evident in your lesson.