

MASTER TEACHER/COACH LOG

POST-VISIT CONFERENCE

PREPARE BY REFLECTING ON THE VISIT/OBSERVATION; BEGIN POST-CONFERENCE BY ASKING THE TEACHER FOR HIS/HER REFLECTIONS; BUILD A DISCUSSION BASED ON THE TEACHER'S SELF-REFLECTION, FILLING IN THE GAPS WITH QUESTIONS BASED ON YOUR OBSERVATIONS AND REFLECTIONS; GIVE CONSTRUCTIVE FEEDBACK THAT WILL HELP THE TEACHER TO REFLECT MORE DEEPLY AND MAKE A PLAN TO EXPERIMENT AND IMPLEMENT SOME KIND OF CHANGE; WORK WITH THE TEACHER TO DECIDE JOINTLY WHAT HE/SHE WILL DO NEXT; DECIDE JOINTLY WHAT ASPECT THE TEACHER WOULD LIKE YOU TO FOCUS ON DURING THE NEXT CLASSROOM VISIT/OBSERVATION

Date:

Time:

Teacher's Self-Reflection:

Your Questions/Feedback:

The Teacher's Plan to Implement Change:

Jointly Agreed Upon Focus for Next Visit/Observation:

OTHER FOLLOW-THROUGH SUPPORT

BASED ON TEACHER NEEDS, IDEAS GENERATED DURING DISCUSSION

Date:

Time:

Methods: Teacher Observation, Demonstration or Collaborative Lesson, Educational Discussion, other; *Areas of Focus* (specify components): Curriculum, Environment, LAL, Math, DLLs, Inclusion, other; *Other Support:* Workshops, Meetings, Lesson Planning, Study/Discussion Groups, other