



Post Observation Conference Plan

YES Prep North Central



Staff Member:	
Agenda	
Transition	
...so now that you have the agenda...	
Strengths in school and then in the classroom observation	
*Think about a variety of sources-PowerSchool, observations, GLC or DH feedback, Director feedback, benchmark/district tests, etc.	
Transition	
Here are some things I noticed... Since I noticed that, I would like to talk about...	
Points of Concern	
Focus on agenda over empathy. How do I prepare the instructor to receive feedback? What I hear you saying is _____ so let's focus back on _____ It's ok to interrupt teachers to stay on agenda.	
Difficult conversations/action steps from previous observations or meetings	
Commitment/desired action steps from the meeting	

