**Student Teaching Observation Form**

**PLANNING**

**Lesson Planning**

* Well planned lesson plans
* Is the student teacher’s lesson aligned to Indiana State Standards?
* Is the lesson planning good, enabling the student teacher to have a good road map of where he/she is going?
* Is there a smooth transition or flow from one activity to another?
* Was the student able to teach the whole lesson in the time allotted?
* Is the lesson appropriate for the age level of the children?
* Does the student teacher know how to compose a good test or quiz and write a rubric?
* Length of lessons (attention span of young children)
* Lesson plans available and visible each day
* I look at the lesson plan and how detailed it is.
* Is the lesson presented in a logical order?
* Where the diverse needs of the students taken into consideration when lesson planning?
* Are the varied learning needs of the regular ed students and special ed students met?
* The student teacher seeks to understand diverse cultures in the classroom?

**Assessment/Checks for Understanding**

* How they use assessments
* Does the student teacher use a variety of both informal and formal assessments?
* How formal and informal assessments drive instruction.

**INSTRUCTION**

**Presentation**

* Modeling
* Written and Oral communication
* Proper punctuation and grammar
* Does he/she use a good, strong teacher voice?
* Appropriate language skills (I’ve heard incorrect grammar before)
* Explaining content on their level of understanding –
* Clear instructions on assignments or activities
* Correct spelling when writing on board
* Enthusiasm of teaching
* Verbal recognition
* Show enthusiasm and passion for education
* Enjoying Being with Students
* Enthusiasm in the Classroom
* Warm smile and Open Attitude
* Is the student teacher kind and compassionate
* Did class begins on time
* Confidence in presentation
* Voice
* Eye contact with a smile
* Are students engaged?

**Content Knowledge**

* Keeping up with the DOE for knowledge
* Keeping up with best practices in education by seeking ongoing professional development
* Are higher order thinking questions/open-ended questions asked of students?
* Does the student teacher know what she wants to accomplish without constantly looking at the teacher’s manual?
* Reviews and uses prior knowledge in discussions
* Is the student teacher prepared and able to answer questions?
* Is it evident that the teacher has sufficient knowledge in the subject area?

**Collaborative Activities**

* Differentiation
* Small group work
* Large group work
* Involved with students Bell to Bell
* Getting involved in extracurricular activities
* Do students work collaboratively in groups for some activities?

**Use of Technology**

* Is technology/instructional resources and tools used to enhance what is being taught and to make it more interesting for the students?
* Does the teacher use technology in her lessons?
* What technology is available for classroom use?

**CORE PROFESSIONALISM**

**Overall Professionalism**

* Professional Appearance
* Is my student punctual, ready to start class on time?
* Does my student look professional, does my student act professional?
* Is my student organized, lesson plan, handouts, technology all ready to go?
* Is it evident that the teacher has planned and is prepared for the class he/she is teaching?
* Is the student teacher open and adaptive to constructive criticism to get to be a better teacher?
* Does the student teacher treat all students and staff and admin with kindness, patience, fairness, and respect?
* Does the student teacher dress appropriately, arrive to school on time and participate in school activities? Are papers graded in a timely fashion and are they recorded and handed back to the students after a short time (before tests and quizzes)?
* Appropriate language skills (I’ve heard incorrect grammar before)
* Does the student teacher turn in assignments on time?
* Does the student grade assignments in a timely manner?

**Teacher-Student Relationship**

* Validating students
* How they relate and connect with students, staff, and school community
* Is the student teacher pleasant, encouraging, and helpful to all students and peers?
* Does the student teacher have “people sense?” Can he/she sense when something is wrong with a student or a colleague and offer help?
* The relationship the student teacher builds with the students
* The relationship the student teacher builds with the host teacher and faculty.
* Is he/she confident and caring with students
* Does the student teacher know the names of the students?
* Does the student teacher show respect for all students and is establishing rapport with the class?
* Student teacher knows and follows appropriate student-teacher boundaries?

**ADDITIONAL AREAS**

**Classroom management**

* Is there good classroom control evident?
* Do students interact with each other positively and treat each other and the student teacher with respect?
* How they handle any behavior problems
* Calls on different students, not just always those with their hands raised
* Involving everyone
* Monitoring of room
* Everyone on task
* Keeping attention of all students
* Is the student teacher relying on the host teacher being in charge and dealing with interruptions rather than taking leadership?
* I like for my student to appear relaxed, walk around the room while teaching, and make sure all students are listening and paying attention.
* Are the students on task? If not, what is the teacher doing to get the students on task?
* Is the student teacher dressed professionally?
* Does she hold students responsible for their learning and behaviors?
* I always want to see a transition from the classroom to another space.
* How do the students and teacher respond to questions and directives?
* Is the student teacher in charge as the leader of the classroom or are students seeking to be in charge to divert attention from learning?
* Is the student teacher allowing rude interruptions and avoiding dealing with poor behaviors?
* Are students focused and participating?
* How does the teacher respond to the student if an incorrect answer is given?