

## Post-Observation Conference Worksheet for Principals

Educator Name: Ms. Aviles

Observation Date: 5/11/16

Agenda Overview	Preparation for Conference	Notes from Conference
<p><b>Praise</b> <i>Deliver specific praise and reference an area in which the teacher demonstrated growth in use of the science practices.</i></p>	<p>Ms. Aviles did a great job creating an environment where all students could participate in carrying out an investigation.</p>	
<p><b>Focal Science Practices</b> <i>Identify the science practices observed and the practice on which to focus for this conference.</i></p>	<ul style="list-style-type: none"><li>• Planning and carrying out investigations: <i>this was the focal practice in the lesson</i></li><li>• Analyzing and interpreting data</li><li>• Constructing explanations</li></ul>	
<p><b>Probing Questions</b> <i>Ask a probing question that gets to your "key lever" around the focal science practice.</i></p>	<p>Students carried out an investigation. How could you provide opportunities for students to make decisions about experimental variables and procedures?</p>	
<p><b>Key Levers</b> <i>Deliver the piece of feedback that will most dramatically improve the teacher's performance around the focal science practice.</i></p>	<p>Provide opportunities for students to make decisions when designing and carrying out the experiment. Some instructional strategies to support this goal:</p> <ul style="list-style-type: none"><li>- Provide a scientific question and have groups of students design an investigation to answer the question. Provide students with a graphic organizer to record the variables (independent, dependent, constants), procedure, materials, and data table.</li><li>- Provide a general experimental procedure but allow student choice in terms of variables to be manipulated (e.g. materials to test, length of time).</li></ul>	

<p><b>Develop Plan</b></p> <p><i>Identify the resources that will improve the focal science practice. Discuss when to observe again and what to look for.</i></p>	<p>Visit website to see more "Instructional Strategies for Science Practices" tools. Pick investigative strategies that best support the needs of your students and practice them with students.</p> <p>Invite me in to observe students planning and carrying out their experiments.</p>	
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