

# Medford Public Schools Announced Observation Feedback Form

Educator—Name/Title: \_\_\_\_\_

Evaluator/Observer—Name/Title: \_\_\_\_\_

School/Class/Activity: \_\_\_\_\_ Date and Timeframe: \_\_\_\_\_

**Assessing progress toward (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> Student learning goal(s)      | <input type="checkbox"/> Standard I: Curriculum, Planning & Assessment |
| <input type="checkbox"/> Professional practice goal(s) | <input type="checkbox"/> Standard II: Teaching All Students            |
|  | <input type="checkbox"/> Standard III: Family & Community Engagement   |
|  | <input type="checkbox"/> Standard IV: Professional Culture             |

### Observation Feedback

*Provide notes and judgments made during the observation resulting in targeted and constructive feedback. It may include examination of artifacts of practice including student work. Attach artifacts if appropriate.*

For any standard where the Educator's practice was found to be unsatisfactory or needs improvement, the feedback must: (1) describe the basis for the Evaluator's judgment; (2) describe actions the Educator should take to improve his/her performance; (3) identify support and/or resources the Educator may use in his/her improvement; and (4) state that the Educator is responsible for addressing the need for improvement.

Signature of Evaluator \_\_\_\_\_ Date Completed: \_\_\_\_\_

Signature of Educator\* \_\_\_\_\_ Date Received: \_\_\_\_\_

\* Signature of the educator indicates acknowledgement of this report; it does not necessarily denote agreement with the contents of the report. Educators have the opportunity to respond to this report in writing and may use the Educator Response Form.