

**Formal Observation Reporting Form
SAU 16**

Professional Employee _____ **Position** _____

Grade/Subject _____ **Date & Time** _____

Observer/Evaluator _____ **Position** _____

This observation report will include evaluation of the Core Standards. It may include such items as identification of the professional employee's behaviors supported by quotes or a description. The report may also include the effect on students or the significance of the teaching act and the evaluator's assessment of the teaching.

Commendations and Recommendations:

Professional Employee's Signature* _____ **Date** _____

Observer's/Evaluator's Signature _____ **Date** _____

***The professional employee's signature indicates only that he/she has seen this report and does not indicate agreement or disagreement with this report.**

_____ **Attachment(s) included**