**Cortland Enlarged City School District**

**Post-Observation Form**

***(Refer to Professional Characteristics/Attributes Reference List)***

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| --- | --- | --- |
| **Name of Staff Member:** |  | **Date:** |
| **Name of Administrator:** |  | **Time:** |
| **Subject/Lesson Topic:** |  | **School:** |
| **Class Observed:** |  | **Room #:** |

|  |
| --- |
| **Domain 1: Planning and Preparation** |
| **Domain 2: Environment** |
| **Domain 3: Delivery of Service** |
| **Domain 4: Professional Responsibility** |
| **Non-Observation Comments (Professional Qualities and Interpersonal Skills):** |
| **Staff Member’s Comments on Evaluation:** |

|  |  |
| --- | --- |
| **Conference Held:** |  |

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| --- | --- | --- |
|  |  |  |
| *Staff Member's Signature - acknowledging review of this evaluation only; does not indicate agreement or disagreement with the contents.* |  | *Date* |
|  |  |  |
| *Administrator's Signature* |  | *Date* |
| **Signed original to circulate and initial as follows: Asst. Supt. for C & I or PPS \_\_\_\_\_\_\_\_\_\_\_ *initial***  **Superintendent \_\_\_\_\_\_\_\_\_\_\_ *initial***  **Personnel Office (file) \_\_\_\_\_\_\_\_\_\_\_ *initial***  **cc: Principal**  **Staff Member**  **Administrative Supervisor** | | |