

Teacher Talent Exchange Observation Form

Remember: 1) Notify the teacher you are visiting at least 72 hours prior to your visit. 2) Your visit should last a minimum of 30 minutes. 3) If the teacher requests it, give feedback after the visit through personal contact or email. 4) Remember, your goal is to learn something new! Look for great things you can take back to your own classroom!

Date of Visit: _____ Type of Class Visited: _____

A. What are the students doing?

Notes:

- | | |
|--|-------|
| <input type="checkbox"/> Receiving information | _____ |
| <input type="checkbox"/> Applying Skills | _____ |
| <input type="checkbox"/> Practicing new skills | _____ |
| <input type="checkbox"/> Participating in collaborative activities | _____ |
| <input type="checkbox"/> Doing homework | _____ |
| <input type="checkbox"/> Taking test or quiz | _____ |
| <input type="checkbox"/> Using technology (Specify: _____) | _____ |
| <input type="checkbox"/> Viewing videos | _____ |
| <input type="checkbox"/> Presenting information | _____ |
| <input type="checkbox"/> Using resources other than textbook | _____ |

B. As you observe, what do the students demonstrate?

- | | |
|--|--|
| <input type="checkbox"/> Interest in subject | <input type="checkbox"/> Competency in reading, writing, or math |
| <input type="checkbox"/> Critical thinking skills | <input type="checkbox"/> Ability to follow directions |
| <input type="checkbox"/> Time management skills | <input type="checkbox"/> Respect for others |
| <input type="checkbox"/> Self-discipline | <input type="checkbox"/> Participation from all students |
| <input type="checkbox"/> Expression of personal opinions | _____ |

Notes: _____

C. What kinds of Formative Assessments did you observe?

- | | |
|--|--|
| <input type="checkbox"/> Checks for Learning | <input type="checkbox"/> Bell ringers/Exit Slips |
| <input type="checkbox"/> Observations | <input type="checkbox"/> Peer/Self Assessments |
| <input type="checkbox"/> Discussion | <input type="checkbox"/> Group Projects |
| _____ | _____ |

Notes: _____

D. As a visitor, what did you gain or learn from this visit? _____

E. What can you take back to benefit your classroom? _____

F. What exceptional interactions occurred between teacher and student? _____

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Internship Book Entry A (I)
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Talent Exchange

Todd Whitaker, in his book *What Great Principals Do Differently*, states that "collaboration among teachers is the best way to improve instruction." He suggests that getting teachers into each other's classrooms is one of the simplest and most effective ways to foster growth and relationships among teaching staff, so I created (by piecing together and editing others I found) an *optional* teacher observation form to encourage teachers to visit the classrooms of other teachers to gain insight and ideas to utilize in their own teaching. An Instructional Leader creates with others an inclusive community of learners and promotes effective teaching and learning styles. Hopefully providing a document like this one will encourage teachers to visit others, but it will also help teachers welcome visitors to their classrooms. Teachers should be accustomed to observing others and to having visitors (administrators and other teachers) coming into their classrooms to observe, and a "Teacher Talent Exchange Program" might be a fun way to encourage that environment.