

Anoka-Hennepin District #11 Performance Appraisal System
E. Pre-Observation Planning Sheet – Observation 2

This form is to be filled out by the licensed staff and submitted to the evaluator prior to the pre-observation conference.

Licensed Staff: _____ **Evaluator:** _____
Employee #: _____ **School Year:** _____
Building: _____ **POC (if any):** _____
Current position: _____ **Date & Time** _____

1. What will you be focusing on for your **professional growth**?

2. What is the **goal/learning target** during this observation?

3. What **activities/strategies** will you use to enhance learning?

4. What data would you like your peer of choice (or other observer) to look for and record?