

UT AUSTIN LEADERSHIP FORMAL OBSERVATION #1 #2 #3

NAME:

SCHOOL NAME:

PRINCIPAL STANDARD(S) TO BE OBSERVED:

- Instructional Leadership Human Capital Executive Leadership
 School Culture Strategic Operations

TYPE OF OBSERVATION: In person Virtual

ACTIVITY TO BE OBSERVED:

- Classroom Observation (Sept) Deliver PD (Oct/Nov) Data Meeting (Jan/Feb)

TYPE OF OBSERVATION: In person Virtual

Pre-Observation Questions:

1. Date:

2. Start Time:
 End Time:

3. Location:

4. What is the event to be observed?

5. What are your goals for this event?

6. How might you know you have met these goals?

7. What inclusive practices will you employ to meet these goals?

8. What do you want to be mindful of for yourself, or your own contributions?

ASSESSMENT COMPLETED BY UT FIELD SUPERVISOR

	EXPERIENCED	BEGINNER	NOVICE
Leadership Strategies	Facilitated meeting, reviewed goals aligned to needs and strategically established next steps and plan of action. <input type="checkbox"/>	Facilitated the meeting, reviewed the goals aligned to needs and identified next steps with a draft plan for next steps. <input type="checkbox"/>	Facilitated the meeting, reviewed the goals aligned to needs and identified additional needs/ ideas as possible next steps. <input type="checkbox"/>
Collaboration with Stakeholders	The leader promoted collaboration providing multiple opportunities for engagement and/or input. <input type="checkbox"/>	The leader promoted collaboration providing some opportunities for engagement and/or input. <input type="checkbox"/>	The leader promoted collaboration providing little opportunities for engagement and/or input. <input type="checkbox"/>
Goals were accomplished	The leader facilitated a meeting that accomplished the purpose and goal. Audience demonstrated clear understanding of their next steps for planning or implementation. <input type="checkbox"/>	Facilitated the meeting, and some of the goals were met with a plan of action to address what needs to be completed. Audience demonstrated some understanding of their next steps for planning or implementation. <input type="checkbox"/>	Facilitated the meeting, and some of the goals were met with a plan of action to address what needs to be completed. Audience demonstrated some understanding and their role for next steps were not completely established. <input type="checkbox"/>
NOTES: What evidence did you observe that align to the standards in this particular observation? Please indicate NA if the standard was not addressed at this observation.			
STANDARD 1 INSTRUCTIONAL LEADERSHIP			
STANDARD 2 HUMAN CAPITAL			
STANDARD 3 EXECUTIVE LEADERSHIP			
STANDARD 4 SCHOOL CULTURE			
STANDARD 5 STRATEGIC OPERATIONS			
OTHER: EQUITY, ADVOCACY AND CULTURAL PROFICIENCY			

Post-Observation Questions

1. How did the event go?
2. What do you think contributed to these outcomes?
3. What meaning does this data have for you?
4. What will you want to focus on in the future?
5. How has this process of reflecting supported your learning?

Post Observation Conference Interaction: In Person Phone Zoom

Student Signature:

Date:

Principal Signature:

Date:

Field Supervisor Signature:

Date: