

NAME:	
DATE:	

TEACHING ASSISTANT PRE-CONFERENCE FORM

Complete the following sections and email to your administrator one day in advance of observation.

1	Targeted area(s) of focus.
2	Teaching Assistant's role in carrying out objectives.
3	Instructional strategies & materials/resources to be used.
4	Classroom Dynamics: Students Population, Notable Behaviors, & Differentiation of Instruction.
5	Additional information to share?