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**Center for Skillful Teaching and Leading**

**MCPS Office of Human Resources and Development**

***Assignments for Observing and Analyzing Teaching 1 – Due Day 5***

**Reading to Prepare for Day 5**

* *The Skillful Teacher,* Chapter 12, Expectations, pp. 274-298

## Observation, Analysis, and Writing Practice

Observe 30 minutes of a class taking comprehensive literal notes. Analyze your notes for evidence of Clarity skills and Expectations that make connections to the mastery objective and the learning needs of students. Develop questions you might ask during the post-observation conference. Write the following components of a report:

|  |  |
| --- | --- |
| * Context paragraph [heading and text] | * A **CEIJ**  about one area of Standards/Expectations: |
| * Objective / planning paragraph * **CEIJ** paragraph from one area of Clarity **other than** framing the learning | * + Standards/criteria for success   + Communication of key messages   + One or more of the arenas |

**Optional:** Meet with a teacher to review his/her lesson plan. What evidence do you see of the teacher planning for student mastery of the content? If mastery is not the focus, make note of what caused it to be problematic.

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**Analyst’s Notebook** [To be shared with colleagues on Day 6]

Continue compiling your Analyst’s Notebook. Review the information discussed in class. Identify pages from the notebook, the text, or handouts that you would find useful to have accessible during the observation, conferencing, and writing process. Review notebook pp. 465-466 for ideas. Organize the notebook in a way that will work for you.

**Goal Setting**

Look back over the content and skills addressed in today’s class. Write personal goals to focus your thinking and learning.