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| Observation/Site Visit Form |

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| Leader Evaluation Observation/Site Visit # Choose an item. | | | | |
| **Name:** Click or tap here to enter text. | | | **Location:** Click or tap here to enter text. | |
| **Administrator Role:** Click or tap here to enter text. | | | **Leader Goal/Observation Focus:** Click or tap here to enter text. | |
| Cohort 1 (Pre-Post- Conference Required)  Cohort 2 (Post-Conference Required)  Additional Site Visit (Pre-/Post-Conference Optional) | | | | |
| **Pre-Observation/Visit**  *Completed by Leader (as needed/required)* | | | | |
| Meeting Plan and/or Context  \*Upload and provide hyperlink here, as appropriate | Click or tap here to enter text. | | | |
| Pre-Conference Notes | Click or tap here to enter text. | | | |
| **Observation/Site Visit Evidence *Completed by the Evaluator*** | | | | |
| Click or tap here to enter text. | | | | |
| **Post-Observation/Visit Reflection *Completed by the Leader*** | | | | |
| What does today’s evidence tell you? | Click or tap here to enter text. | | | |
| Are their patterns, trends, or outliers? | Click or tap here to enter text. | | | |
| How will our collaborative reflection help you move forward and apply your learning in your next steps? | Click or tap here to enter text. | | | |
| **Post-Observation/Visit Conference Feedback *Completed by the Evaluator*** | | | | |
| Click or tap here to enter text. | | | | |
| **Areas of Strengths** | | **Single-Point Competencies *Completed by the Evaluator*** | | **Areas for Growth and/or Next Steps** |
| Click or tap here to enter text. | | Click or tap here to enter text. | | Click or tap here to enter text. |
| Click or tap here to enter text. | | Click or tap here to enter text. | | Click or tap here to enter text. |