

**Administrative or Peer Review of Supervision:
Observation Visit**

Professor: _____

Term: _____

Date: _____

Day and Time _____

Supervisors Meetings and Workshops fully attended ___ out of ___

Class: _____

Exit paperwork completed on time (Yes/No) _____

Exit paperwork accurately and comprehensively complete.) Yes/No _____

Structure and Goals*

Never Seldom Occasionally Frequently Consistently NA

Observations were done on a regular basis, approximately once every two weeks

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An overview of expectations for cooperating teacher and student teacher were explained

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Time was allowed to conference with both the cooperating teacher and student teacher each visit

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Supervisor was easy to reach and available

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Enough time was spent in the classroom to adequately observe student teacher

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Comments:

Coaching Behaviors*

Never Seldom Occasionally Frequently Consistently NA

Feedback was obtained from cooperating teacher on student teacher's performance

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Collected descriptive data on the student teacher's lesson

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Guides the student teacher to be a reflective practitioner

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Communicates successes and area for improvement

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Checks to see if student teacher or cooperating teacher have any concerns

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A copy of observation notes are given to student teacher and a time is arranged for next visit

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Comments:

Instructor-Student Rapport

Never Seldom Occasionally Frequently Consistently NA

Encourages student teacher to ask questions and express their opinions

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Gives clear and understandable feedback

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Seem genuinely concerned about the students' learning

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Read and respond to the student teacher's reflection on planning, assessment and instruction

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Listens carefully to student questions and comments

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Comments:

Overall Comments:

Supervisor's signature: _____

Date: _____

Evaluator: _____

Date: _____

***Key**

Never-not observed

Seldom-observed 1-2 times during observation

Occasionally-observed 3-5 times during observation

Frequently-observed more than five times at appropriate intervals

Consistently-observed at every appropriate opportunity



Student Teacher Evaluation of the University Supervisor

Name of Supervisor _____

Date _____

Please circle the appropriate rating using the following scale:

SA = Strongly Agree **A** = Agree **D** = Disagree **SD** = Strongly Disagree

1. The university supervisor communicated the goals and expectations of the field experience to me.	SA	A	D	SD
2. The university supervisor visited the school on a regular basis.	SA	A	D	SD
3. The university supervisor spent enough time in the classroom to adequately observe me.	SA	A	D	SD
4. The university supervisor was reachable and available for mentoring me.	SA	A	D	SD
5. The university supervisor provided effective feedback, support and encouragement to me, communicating successes and areas for improvement.	SA	A	D	SD
6. My evaluation was a cooperative process between the university supervisor, the cooperating teacher, and me.	SA	A	D	SD
7. The university supervisor created opportunities for me to express difficulties and concerns.	SA	A	D	SD
8. The university supervisor advocated for me as necessary.	SA	A	D	SD

Comments concerning the University Supervisor's special strengths and/or traits needing improvement:

Thank you for your assistance in evaluating the University Supervisor.



Cooperating Teacher Evaluation of the University Supervisor

Name of Supervisor _____

Date _____

*Please circle the appropriate rating using the following scale:***SA** = Strongly Agree **A** = Agree **D** = Disagree **SD** = Strongly Disagree

1. The university supervisor communicated the goals and expectations of the field experience to the student teacher and me.	SA	A	D	SD
2. The university supervisor visited the school on a regular basis.	SA	A	D	SD
3. The university supervisor spent enough time in the classroom to adequately observe the student teacher.	SA	A	D	SD
4. The university supervisor allowed time to conference with me as well as the student teacher, when I felt the need.	SA	A	D	SD
5. The university supervisor was reachable and available for mentoring the student teacher.	SA	A	D	SD
6. The university supervisor provided effective feedback, support and encouragement to the student teacher, communicating successes and areas for improvement.	SA	A	D	SD
7. The student teacher's evaluation was a cooperative process between the university supervisor and the cooperating teacher.	SA	A	D	SD
8. The university supervisor created opportunities for the student teacher to express difficulties and concerns.	SA	A	D	SD
9. The university supervisor advocated for the student teacher as necessary.	SA	A	D	SD

Comments concerning the University Supervisor's special strengths and/or traits needing improvement:

Thank you for your assistance in evaluating the University Supervisor.