ST. VRAIN VALLEY SCHOOLS
academic excellence by design

Peer Observers
Form for Professional Development/Course Work and Contact Hours

Observer Name _____ **Position:** _____

School:_____ **Teacher To Observe:**_____

Peer Observer is responsible for collecting and maintaining records.

This is a request for pre-approval for professional development/course work.

Title of Class/Workshop	**Face-to-Face**	**Schoology**	**Date**
Peer Observer Training	❒	❒	

Description below of Peer Observation Feedback Meetings

Date	Discussion	Time

Employees understand:

1. Professional Development/course work must be completed in order to become a Peer Observer. Teachers who complete this training earn 2 clock hours re-licensure credit for the Face-to-Face training or for the Schoology training.

2. Peer Observation feedback is in important part to the peer observation process. Observers need to document the dates they met with their colleague, the item they discuss during the meeting, and the amount of time spent during the meeting.

3. This form and documentation of training and completion of peer observation feedback through the evaluation process must be submitted to the direct supervisor. Completing the training and peer observation feedback will receive 1.0 PD salary credit.

_____
Signature of Employee Date

_____
Direct Supervisor Date

Email completed form to Amy Magyar.

Revised 6/2/2021