

**Catholic Schools of the Diocese of Erie
Formal Observation Timeline**

Teacher _____ **School** _____

Grade Level or Department _____

Principal _____

Date Due/Time	Event
	Pre-conference form submission
	Pre-conference
	Classroom observation
	Teacher Additions to evidence/highlighted rubrics
	Post conference
	Additional walk-throughs/subject or period as necessary

Principal Signature _____

Date _____