T-TESS Post-Conference Planning Template

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| Introduction Plan Form |
| Greeting Describe conference process |
| General impression question. Example “How do you think the lesson went?”  . |

***Backwards Design: During the post-conference, evaluator will share area of reinforcement, THEN area of refinement. When planning for post-conference, evaluator will consider area of refinement first.***

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| Refinement Plan Form |
| Refinement Area (Dimension): Brainstorm area of refinement - what dimension will have the greatest impact on student achievement/professional growth |
| Self-Analysis Question:  . |
| Evidence: Identify specific evidence from lesson script (2 or 3 stellar pieces of evidence)  . |
| Recommendation: Create recommendations to share with teacher |

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| **Reinforcement Plan Form** |
| Reinforcement Area (Dimension): Brainstorm area of reinforcement - an area of strength from the lesson |
| Self-Analysis Question:  . |
| Evidence: Identify specific evidence from lesson script (2 or 3 stellar pieces of evidence)  . |

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| Review Ratings |
| Ask teacher to state some of the positives they heard from the meeting to end on a good note. |
| Share ratings for Domains 1-3 |