

Agenda for Initial Summative Conference

This information is to be provided by the teacher and discussed with the assessor by November 1 of the Summative Assessment year.

Summative Self-Assessment

Following completion of your Summative Self-Assessment, discuss your **performance** in each of the four domains.

Knowledge of Students *(Evidence of Domain 1)*

State the **techniques** you use to become knowledgeable about your students:

Briefly describe the **students** in your class including the cultural composition, ethnic background, and/or heritage, those with special needs, and/or those with limited English proficiency.

Briefly describe the **background knowledge and skills** of your students.

Classroom Management Procedures *(Evidence of Domain 2)*

State the **classroom rules, procedures, and expectations** for student behavior in your classroom. (Optional evidence could include classroom rules chart, parent letter, class schedule(s), substitute teacher file, etc.)

Describe how these practices were established.

Describe what, if anything, an observer should know about the learning environment which may impact your students' learning.

State the reason(s) for your **room arrangement**.

Summative Support Team Option Form (Form 3:15)

Discuss your support team member options and submit the form to your assessor at the conclusion of this conference.