**Directions**:

1. Watch the simulation of a post-observation conference. While watching, take notes on the following components of the conference:

* Evidence collected/submitted during the observation window
* Progress toward Administrator Goals and PDP
* Review of school and student data to inform any course corrections in established priorities
* Actionable feedback presented verbally utilizing the five step feedback protocol:
* Step 1: Praise: Narrating the positive
* Step 2: Inquire: Start with a targeted question, adding scaffolding as needed
* Step 3: Action Step: Use questions to lead to a bite-sized action step
* Step 4: Plan Ahead: Design or revise plans to implement the action step
* Step 5: Follow-up: Set a timeline for follow-up

Notes:

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1. Discuss your findings with a partner (5min). Then, discuss your findings whole group (10min). Note the ways the conference meets NJPEPL process criteria and ways it might be improved.

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