ST. JAMES-ASSINIBOIA SCHOOL DIVISION **GCNA-E-12**
LL 587131

Supervision for Growth

Conference Outline

This form is to be used by teachers, peers, mentors, and coaches to record relevant information for the conferencing process: Pre-conference, Observation/Activity, and Post-conference Notes.

When used for teachers on the Professional Development route ALL COPIES are the sole property of the teacher.

When used for teachers on the Evaluation Route the teacher and the principal retain a copy as shown in the distribution note below.

Date : _____

Teacher : _____ Class _____

Coach / Mentor / Peer _____

School: Time Period: _____ to _____

Conference Notes :

_____ _____

Peer / Mentor / Vice Principal Signature Teacher's Signature

Distribution : Teacher (if used on either Professional Development Route or Evaluation Route)
Principal (if used for teacher on Evaluation Route)

The personal information contained on this form is collected and protected under the authority of the Public Schools Act (PSA) and the Freedom of Information and Protection of Privacy Act (FIPPA) and will be used and disclosed for personnel administration and payroll purposes. If you have any questions about the collection, use or disclosure of this information, contact the Access and Privacy Officer, St. James-Assiniboia School Division, 2574 Portage Avenue, Winnipeg, MB R3J 0H8, (204) 888-7951.