

**Raymond School District
Counselor Pre-Conference Form**

Name: _____
Time: _____
Activity: _____

Date: _____
Subject: _____
Observer: _____

Briefly describe the activity to be observed. (Component 1c)

Describe the purpose/goal, providing background information. (Component 1b, 1c)

What resources are available that you will be implementing? (Component 1d)

How does the planned activity fit into the overall school setting? (Component 1e, 2b)

What obstacles do you anticipate? (Component 3e)

How will you assess the outcome? (1f, 4a)