US/CT Fall 2020 ST Orientation

Bemidji State University On-Campus
Common Abbreviations

- **ST** = Student Teacher
- **CT** = Cooperating Teacher
- **US** = University Supervisor
COVID changes what?

- EdTPA
- Virtual, hybrid, or in person
- Follows assigned school guidelines
- US will be completed virtually
University Supervisor

- A university supervisor is a liaison between the student teacher, the cooperating teacher, and the university. The role of the supervisor is vital to the growth and success of the student teacher.
Cooperating Teacher

- The **cooperating teacher** is the key person in the **student teaching** program. In many cases the success of the **teacher candidate** is determined by this person. The **cooperating teacher** is a mentor who models effective **teaching** practices for the **teacher candidate**.
University Supervisor

- Serve as a liaison between the schools and the University.
- Cooperate with school personnel in a manner that will enhance the partnership between the school system and the University.
- Recommend assignments of student teachers.
- Serve as a resource person for the supervising teacher and the student teacher.
- The observations will be spread throughout the semester, starting with a benchmark. A student who has a split placement will be observed a minimum of two times per setting.
- Initiate conferences with student teachers, supervising teachers and others concerned with the student's progress.
- Confer and cooperate with the student teacher and supervising teacher in evaluating the student's progress and give them a copy of the evaluation.
- Act to enhance the continuing growth and quality of the student teaching program.
University Supervisor

1. Spreadsheet of assigned student teachers.
2. Your credit load is listed on the spreadsheet. (see yellow highlight)
3. Individual copies of your student teachers’ placement agreements.
4. Link to webpage where all the tools will be posted:
   https://www.bemidjistate.edu/academics/departments/professional-education/clinical-experiences/faculty-resources/
Some responsibilities:

The supervising teacher's first responsibility is to the pupils in his/her class. This must be kept in mind if the public, administration, and pupils are to continuously support the Student Teaching Program.

Provide a working area for the student teacher (a desk or table) and share responsibilities whenever possible, accepting him/her as a co-worker and professional person.

Acquaint the student teacher with pertinent school policies and regulations, philosophy, priorities, and assessment criteria.

Immediately involve the student teacher in specific classroom tasks.

Guide the student teacher in preparing daily lesson plans, unit plans, and tests and approve and critique all plans before they are taught. Assist in understanding and applying evaluation techniques.

Demonstrate a variety of effective teaching techniques and arrange for visits to other classrooms from time to time.

Guide the student teacher in developing and understanding the skills of self-evaluation.

Evaluate the quality of the student teacher's performance and engage in frequent conferences with the student teacher to ensure continuous progress and/or early identification of problems.

Keep a record of attendance and tardiness of the student teacher. If excessive absences or tardiness are observed, report this to the university supervisor or Director of Field Experiences.
Documentation

- CT
  - Observation
  - Letter of Recommendation
  - Concerns
  - All documents/survey can be found on BSU’s Professional Education website.

- US
  - Journals
  - Observations (moment)
  - Team conversation
  - Summative Evaluation (overall)
  - Letter of Recommendation
  - All documents/survey can be found on BSU’s Professional Education website.
Concerns- Hardest part of an experience

- Timely reporting is critical
- Notify all CT, US, and Clinical office
- Supported Growth Plan
Observations

- Timely Lesson Plans
- Assess
  - Proactive about expected confusion
- Record Lesson
- Follow-up within 24 hours, if not immediately.
Journals

Timely

Timely response - Constructive Feedback

EX: Something that is going well, something that they struggled with and a plan for it to go better next time.

Intentional
Group Discussion

- Those who have done this before... what was something you wish someone would have told you in the beginning?
  - US
  - CT

- Those of you who have not done this before... what are questions you have?
  - US
  - CT