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| **Spring 2023 Student Teaching Assignments Checklist:** **16-Week Placement** |

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| **Assignment** | **Actor(s)** | **Target****Date** | **Completion Date** | **Notes** |
| Journal Entry 1 | ST & US |  |  | ST completes 12 journal entries throughout the 16-week placement.US will verify that journals entries have been completed by checking a checkbox in SL&L (journal entries will not be uploaded into SL&L). |
| Journal Entry 2 | ST & US |  |  |
| Journal Entry 3 | ST & US |  |  |
| Journal Entry 4 | ST & US |  |  |
| Journal Entry 5 | ST & US |  |  |
| Journal Entry 6 | ST & US |  |  |
| Journal Entry 7 | ST & US |  |  |
| Journal Entry 8 | ST & US |  |  |
| Journal Entry 9 | ST & US |  |  |
| Journal Entry 10 | ST & US |  |  |
| Journal Entry 11 | ST & US |  |  |
| Journal Entry 12 | ST & US |  |  |
| edTPA Zoom Session 1 | ST | January 16th, 2023 | ST attends by Zoom on scheduled Monday evenings from 5:00-6:00 PM. Attendance is required. |
| edTPA Zoom Session 2 | ST | January 23rd, 2023 |
| edTPA Zoom Session 3 | ST | January 30th, 2023 |
| edTPA Zoom Session 4 | ST | February 6th, 2023 |
| edTPA Zoom Session 5 | ST | February 13th, 2023 |
| edTPA Due Date | ST | February 23rd, 2023 | ST uploads edTPA into SL&L. |
| edTPA Pearson Score Report | ST | March 16th, 2023 | ST uploads the score report into SL&L. |
| edTPA Remediation (if needed) | ST & Faculty Member |  | ST and faculty member (assigned by Clinical Experiences) work together to resolve edTPA issues, if any. |
| Standards Attainment Checklist | ST | TBA | ST uploads the Checklist into SL&L. |
| Exit Survey | ST | TBA | ST completes a fillable form in SL&L. |
| CT Observation 1 | ST & CT |  |  | ST schedules 4 observations. ST must provide a lesson plan to CT before each observation. CT will complete a fillable form in SL&L to document each observation.  |
| CT Observation 2 | ST & CT |  |  |
| CT Observation 3 | ST & CT |  |  |
| CT Observation 4 | ST & CT |  |  |
| CT Letter of Recommendation | CT |  |  | CT uploads the letter into SL&L. |
| US Observation 1 | ST & US |  |  | ST schedules 4 observations. ST must provide a lesson plan to US before each observation. US will complete a fillable form in SL&L to document each observation. |
| US Observation 2 | ST & US |  |  |
| US Observation 3 | ST & US |  |  |
| US Observation 4 | ST & US |  |  |
| US Letter of Recommendation | US |  |  | US uploads the letter into SL&L. |
| Key Assessment | US |  |  | US completes a fillable form in SL&L. |
| Triad Team Meeting 1 | ST/CT/US |  |  | ST schedules 3 group meetings throughout the semester with ST, CT, & US. US will complete a fillable form in SL&L to document the meeting. |
| Triad Team Meeting 2 | ST/CT/US |  |  |
| Triad Team Meeting 3 | ST/CT/US |  |  |

**ST = Student Teacher • CT = Cooperating Teacher • US = University Supervisor**