

Fall 2023 Student Teaching Assignments Checklist For Student Teachers Seeking **Two or More Licenses**

Assignment	Actor(s)	Target Date	Completion Date	Notes
Journal Entry 1	ST & US			ST completes 6 journal entries for the initial licensure placement <u>and</u> 2 journal entries for the second placement. US will verify that journals entries have been completed by checking a checkbox in SL&L (journal entries will not be uploaded to 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			
edTPA Zoom Session 1	ST	September 11, 2023		ST attends by Zoom on scheduled Monday evenings from 5:00-6:00 PM. Attendance is required.
edTPA Zoom Session 2	ST	September 18, 2023		
edTPA Zoom Session 3	ST	September 25, 2023		
edTPA Zoom Session 4	ST	October 2, 2023		
edTPA Zoom Session 5	ST	October 9, 2023		
edTPA Due Date	ST	October 19, 2023		ST uploads into SL&L.
edTPA Pearson Score Report	ST	November 9, 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 by Instructor		ST uploads the Checklist into SL&L.
Exit Survey	ST	TBA by Instructor		ST completes a fillable form in SL&L.
CT Observation 1	ST & CT			ST schedules 5 observations with at least one observation per placement. 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 Observation 5	ST & CT			
CT (12 Week) Letter of Rec.	CT			
CT (4 Week) Letter of Rec.	CT			CT uploads into SL&L.
US Observation 1	ST & US			ST schedules 5 observations with at least one observation per placement. 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 Observation 5	ST & US			
US (12 Week) Letter of Rec.*	US			US uploads into SL&L.
US (4 Week) Letter of Rec.*	US			US uploads into SL&L.
Key Assessment	US			US completes a fillable form in SL&L.
Triad Team Meeting 1	ST/CT/US			ST schedules 4 group meetings (at least one per placement) 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			
Triad Team Meeting 4	ST/CT/US			

*If the US supervises the ST for both placements, one letter will suffice provided that the letter addresses both placements.

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