



Bemidji State University

Spring 2024

Field Experience Fact Sheet

ED 3677 Relations and Management in Early Childhood Education

Dr. Layna Cole

Students: Give a Fact Sheet to each of your cooperating teachers.

Course Name/Number	ED 3677 Relations and Management in Early Childhood Education
Expectations of Student	This preschool placement provides experience using developmentally appropriate practices and in building relationships with children, families, colleagues and community. Students will assist and interact with the children as requested by the cooperating teacher. The student will deliver 2 social/emotional small group activity. Observations of interactions in the classroom, guidance strategies, family partnerships and classroom management procedures will be discussed in class.
Number of Hours Required	16 hours
Expectations of Teacher	<ul style="list-style-type: none">• Welcome student. Show student where they can keep their coat/items. Show them around. Help them feel comfortable in the setting.• Share information about program operations (such as curriculum decisions, parent communications, observation and assessment, room layout, lesson planning, guidance, building relationships with children, etc).• Model best practices for working with preschoolers.• Provide opportunity and direction for student to assist and support children.• Provide guidance and opportunity for student to lead a social/emotional small group activities during their experience.• Provide guidance and opportunity for student to lead/teach other activities.• Provide feedback on student as requested by Bemidji State University.• Verify field hours logged.
Course Instructor(s) & Contact Information	Dr. Layna Cole Layna.cole@bemidjistate.edu 218-755-4046

For additional information contact:
teaching.clinicals@bemidjistate.edu

Dear Field Experience Cooperating Teacher:

Below is the teacher candidate disposition form with which you will evaluate your teacher candidate during their participation in field experience. This allows us to catch and address any issues before the teacher candidate begins student teaching. This data will also be utilized to improve teacher candidate performance and to inform change in our field experience program. It should only take a few minutes to complete the form.

This form is now completed in SL&L. This paper copy is for your reference and can be used to guide discussions of dispositional issues with your field experience student.

Thank you,
Office of Teacher Education
Bemidji State University

Teacher Candidate's Name: _____ Semester/Year: _____
School Name: _____ Grade Level(s): _____ Subject(s): _____

Dedication/Responsibility	Compassion	Curiosity	Integrity
<ul style="list-style-type: none">• Attendance• Meets deadlines• Participates in discussions/engaging with students• Demonstrates willingness to give and receive help• Dresses appropriately	<ul style="list-style-type: none">• Listens thoughtfully and responds to students, faculty, peers, and cooperating teachers• Shows concern and interest in others and follows through• Empathetic• Flexible• Treats people equitably	<ul style="list-style-type: none">• Takes initiative by asking questions• Takes initiative by seeking out own resources and sharing with others• Uses feedback to make adjustments for continuous improvement• Reflects on learning• Open to constructive criticism/critiquing	<ul style="list-style-type: none">• Demonstrates academic and personal honesty• Completes tasks agreed to/assigned• Takes ownership and accepts responsibility• Is earnest and sincere• Demonstrates perseverance

For each category, please indicate which level the teacher candidate has demonstrated:

<input type="checkbox"/> Exemplary (Majority)	<input type="checkbox"/> Exemplary (Majority)	<input type="checkbox"/> Exemplary (Majority)	<input type="checkbox"/> Exemplary (Majority)
<input type="checkbox"/> Proficient (More than half)	<input type="checkbox"/> Proficient (More than half)	<input type="checkbox"/> Proficient (More than half)	<input type="checkbox"/> Proficient (More than half)
<input type="checkbox"/> Developing (Less than half)	<input type="checkbox"/> Developing (Less than half)	<input type="checkbox"/> Developing (Less than half)	<input type="checkbox"/> Developing (Less than half)
<input type="checkbox"/> Unsatisfactory (Few, if any)	<input type="checkbox"/> Unsatisfactory (Few, if any)	<input type="checkbox"/> Unsatisfactory (Few, if any)	<input type="checkbox"/> Unsatisfactory (Few, if any)

If you marked Developing or Unsatisfactory for any category, please explain why: _____

If you have any additional concerns about this candidate's professionalism, please detail them on the back of this document. _____

Thank you very much for taking the time to work with our teacher candidates and for completing this disposition form.

Cooperating Teacher's Signature: _____ Date: _____

For additional information contact:
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