

**WILLIAM PATERSON UNIVERSITY
OFFICE OF FIELD EXPERIENCES**

Expectations for Student Teachers and Practicum Students

To be reviewed and signed during the initial meeting between the student cooperating teacher and university supervisor.

Overview:

The first visit between the student, cooperating teacher and university supervisor is to review expectations and procedures (see Handbook); communicate and collect emergency contact information and set up observation schedules (2 for practicum & 8 for student teaching).

Cooperating teacher received a copy of the Practicum/Student Teaching Handbook and the student has printed a copy.

The Practicum/Student Teaching Handbook, including the *Guide for the Student Teaching Experience*, was reviewed and discussed.

After each observation there will be a post-observation conference to discuss strengths, areas for improvement and goals for the next observation. These will be done as a triad when possible. Plans for a joint observation (cooperating teacher and university supervisor) were made.

The cooperating teacher and supervisors have exchanged contact information and will communicate frequently about your performance.

Attendance:

Be on time and follow the school district's time schedule.

Notify the cooperating teacher and university supervisor immediately of any unavoidable absence.

Planning:

Provide a written lesson plan (in the recommended format) to the cooperating teacher and university supervisor at least two days before date of lesson, so that it can be reviewed and feedback can be provided.

Discuss classroom management and any different techniques planned to be used by the student beforehand.

Use the resources located in the school, but also show initiative in finding outside resources such as those available in the WPUNJ Curriculum Library.

Check with the cooperating teacher before making important decisions (e.g., parent communications, grades, tests and assignments, snacks and allergies).

Put up and take down monthly bulletin board displays.

Follow the district/cooperating teacher's curriculum and schedule.

Be familiar with the New Jersey Core Curriculum Content Standards.

Dispositions:

Display a positive attitude and dedication to teaching.

Be familiar with and follow all school district policies (e.g., report cards, dress, field trips, demonstrate confidentiality and behave in a professional manner at all times.

Seek to improve teaching skills and ask for both positive feedback and constructive criticism

Treat all children equitably – with caring and fairness. (This is especially important given diverse school populations.)

A copy of this form must be submitted to the Office of Field Experiences and be signed by the student teacher, cooperating teacher and university supervisor.

STUDENT TEACHER _____ DATE _____

COOPERATING TEACHER _____ DATE _____

UNIVERSITY SUPERVISOR _____ DATE _____