

*Wendy will have paper copies of each form available on shelf. Electronic copies on website, as well.

STUDENT TEACHING ASSIGNMENTS

| Assessment | Who | Where | | When |
|--|-----------------------------------|---|--------------------------------------|---|
| | | Data | Paper | |
| <i>Two Week Progress Report</i> | Mentor | Paper | Turn in to Barb | 2 nd week of semester |
| <i>Goal Setting form and Conversation Guide</i> | Student, with Mentor | Submit on paper to Super | Supervisor File | Four weeks into semester |
| <i>Contextual Factors Analysis (CFA)</i> | Student Supervisor | Upload CFA to TK20 TK-20 | Hard copy to Super w/paper rubric | September 18 February 5 |
| <i>Unit-Wide Lesson Plan Rubric</i> | Student Supervisor | Upload Lesson Plan for 1 st observation to TK20 TK-20 | | At 1 st observation |
| Video #1 Reflection/Lesson Plan (use <i>Classroom Mgmt Obs Checklist</i>) | Student | Submit on paper to Super | Keep in Supervisor's file | TWS |
| Video #2 and analysis (also part of TWS) (Green form) | Student | Submit on paper to Super | Keep in Supervisor's file | |
| Video #3 Form of choice | Student | Submit on paper to Super | Keep in Supervisor's file | |
| <i>Teacher Candidate Dispositions and Professional Expectations: <u>In Field Setting</u></i> | Student Mentor Supervisor | TK-20 Mid & Final TK-20 Mid & Final TK-20 Mid & Final | | March 17 April 28 October 20 November 20 |
| <i>Essential Areas of Teaching</i> | Student Mentor Supervisor | TK-20 Mid & Final TK-20 Mid & Final TK-20 Mid & Final | | March 17 April 28 October 20 November 20 |
| Teacher Work Sample (TWS) | Student upload to TK20 if digital | | | |
| <i>Instructions & Rubric for Teacher Work Sample</i> | Student Supervisor | Paper, include in TWS TK-20 | | March 20 October 20 |
| Special Education assignment for non-Special Education majors | Student | Submit on paper to Super | Return to student | |
| <i>Panorama Survey</i> | Student | Paper | Submit to Wendy as soon as completed | Personalized copies provided to Supers on Professional Day Due Week of Portfolios |
| <i>Classroom Management Observation Checklist</i> | Student Mentor Supervisor | Paper TK-20 TK-20 | Keep in Supervisor's file | Video #1 February 17 September 22 |

| Assessment | Who | Where | | When |
|--|--------------------------------------|--|---|-----------------------------------|
| | | Data | Paper | |
| <i>Standards Portfolio Evaluation/ CCTS Rationale Rubric</i> | Student Supervisor Cross Rater | Submit on paper to Super TK-20 Paper to TK20 | From handbook Paper provided for Super use only - no need to turn in Return to student | May 1 November 27 |
| Student Teaching Standards Portfolio and Portfolio Presentations | Student | If electronic, post URL or upload on TK-20 | | |
| <i>Final Reflection</i> , using goals previously set, and including new goals for first year of teaching | Student | Submit on paper to Super | Keep in Supervisor's file | |
| <i>Student Teaching Final Questionnaire</i> | Student | TK-20 | | At Portfolio Meeting with Barb |
| <i>Letter of Reference</i> | Mentor Supervisor | School letterhead to Super UMF Letterhead | To Wendy - will be scanned and uploaded to TK20 for future reference | End of semester |

Supervisor Observations

| Observation | Who | Where | | When |
|---|---|--|-------------------------------|-----------------------|
| | | Data | Paper | |
| <i>Lesson Observation Feedback Form (Standards)</i> | Supervisor | Paper only | | Beginning of semester |
| <i>Classroom Management Observation Checklist (above)</i> | Student Mentor Supervisor | Submit on paper to Super TK-20 TK-20 | Keep in Supervisor's file | |
| <i>Classroom Observation of Essential Areas</i> | Supervisor | Paper | Keep in Supervisor's file | |
| <i>iObservation</i> | Supervisor | Post and Finish | | |
| <i>5th Observation – Choice</i> | Supervisor | | Keep in Supervisor's file | |
| | | | | |
| Student Evaluation of Super | | | To Wendy | End of Semester |
| Feedback forms | Student of mentor Mentor of supervisor Supervisor of mentor | Google Form n/a n/a | (Data to Mentor after grades) | End of semester |