

ENGAGED TO
learn

EQUIPPED TO
teach

EMPOWERED TO
lead

Teachers Prepared
at Grand View

Grand View University

Student Teachers

GV EDUCATION DEPARTMENT VISION:

GRAND VIEW'S TEACHER EDUCATION PROGRAM

EMPOWERS TEACHERS, THROUGH VIBRANT LEARNING

COMMUNITIES AND SELF-REFLECTION, TO BE

INNOVATIVE, CULTURALLY RESPONSIVE, AND

RESOURCEFUL LEADERS

WHO ARE EMPOWERED TO RESPOND TO THE

DYNAMIC NEEDS OF LEARNERS FOR A GLOBAL SOCIETY.

STUDENT TEACHER RESPONSIBILITIES

- READ THE SYLLABUS AND HANDBOOK (PURCHASE AT BOOKSTORE... DISCUSSED IN SEMINAR)
- READ/CHECK YOUR **GRAND VIEW EMAIL DAILY!!** WE KEEP YOU POSTED ABOUT LICENSURE DEADLINES, EVENTS YOU NEED TO ATTEND, AND FORMS YOU NEED TO FILL OUT. ***I CONTACT YOU ABOUT VISITS AND ASSIGNMENTS.***
- STUDENT TEACHING WORK AGREEMENT STUDENT TEACHING EXPECTATIONS
STUDENT TEACHING EXPECTATIONS

IMPORTANT TO REMEMBER

- YOU ARE ASSIGNED TO A SCHOOL AND THEIR CALENDAR.
- FOLLOW THEIR TIME SCHEDULE AND DAYS
- ALL ABSENCES MUST BE REPORTED IMMEDIATELY!
 1. CONTACT COOPERATING TEACHER AND SUPERVISOR
 2. COMPLETE THE ABSENCE FORM AND ELECTRONICALLY
SEND IT TO NANCY VAN WYK WITHIN 24 HOURS.
 3. UPON THE 4TH ABSENCES, YOU WILL NEED TO
EXTEND YOUR PLACEMENT ONE WEEK.
- YOU ARE A PROFESSIONAL EDUCATOR-PLEASE MAKE SURE YOU ARE POSITIVELY REPRESENTING YOUR SCHOOL, YOURSELF, AND GRAND VIEW UNIVERSITY
- COMMUNICATE, COMMUNICATE, COMMUNICATE!



DATES/SCHEDULE



- ✓ START ON THE DAY YOUR TEACHER STARTS – COULD BE A WEEK BEFORE STUDENTS START.
- ✓ STUDENTS WILL FOLLOW HOLIDAY BREAKS OF THE SCHOOL THEY ARE PLACED IN.

SEMINARS ARE HELD ON SPECIFIC MONDAYS FROM
4:15 P.M. – 5:30 P.M. ON CAMPUS.

***ATTENDANCE IS
REQUIRED.***



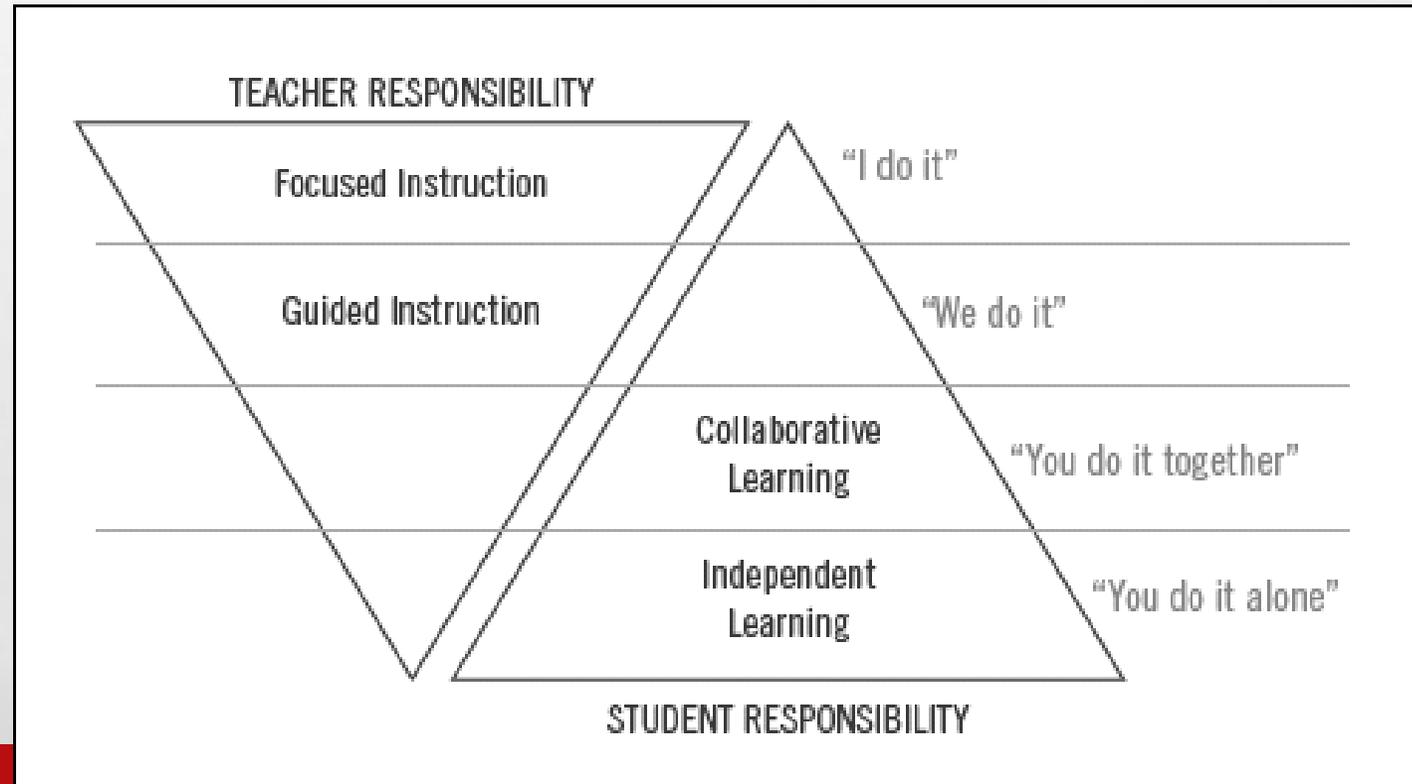
WHAT'S NEXT:

- STUDENT TEACHERS ARE REQUIRED TO MEET WITH YOU TODAY OR CALL AND SCHEDULE A MEETING IN PERSON.
- WE RECOMMEND A QUICK VISIT TO THE SCHOOL BEFORE THEIR FIRST DAY.
- THEY SHOULD CONFIRM SCHOOL LOCATION AND TIMES.
- THEY SHOULD HAVE COOPERATING TEACHER'S AND THE SCHOOL'S CONTACT NUMBERS IN CASE OF ABSENCES OR AN EMERGENCY.

THE ROLES AND RESPONSIBILITIES

- WE PATTERN OUR EXPERIENCES AFTER DOUG FISHER'S GRADUAL RELEASE OF RESPONSIBILITY-

(PEARSON AND GALLAGHER, 1983).



MENTORING

- MENTORING IS A SUPPORTIVE, LONG-TERM RELATIONSHIP BETWEEN AN EXPERIENCED MENTOR AND THEIR LESS EXPERIENCED MENTEE. THE IDEA IS THAT THE MORE SENIOR MENTOR PASSES ON KNOWLEDGE AND GUIDANCE AS THE MENTEE FINDS THEIR FEET IN A NEW ROLE.
- **ANDREW JONES** IS HEAD OF RELIGIOUS STUDIES AND SOCIOLOGY AT [GOFFS SCHOOL](#) IN CHESHUNT, HERTFORDSHIRE. FIND HIS [DEPARTMENT WEBSITE](#) AND ON TWITTER AS [@GOFFSRS](#).

HOWARD PITLER'S 10 TIPS...

- SET EXPECTATIONS FOR BOTH YOU AND YOUR STUDENT TEACHER
- TREAT THEM AS A COLLEAGUE AND EXPECT THEM TO ACT LIKE A COLLEAGUE
- MAKE THEM A PART OF THE PLANNING PROCESS (DON'T ASSUME THEY KNOW HOW)
- DEBRIEF, DEBRIEF, DEBRIEF-
- USE CLEAR AND USEFUL FEEDBACK WITH A BALANCE OF ENCOURAGEMENT AND DIFFICULT CONVERSATIONS
- DISCIPLINE- "LET THEM HANDLE IT"
- LET THEM SEE YOU TRULY CARE ABOUT YOUR STUDENTS

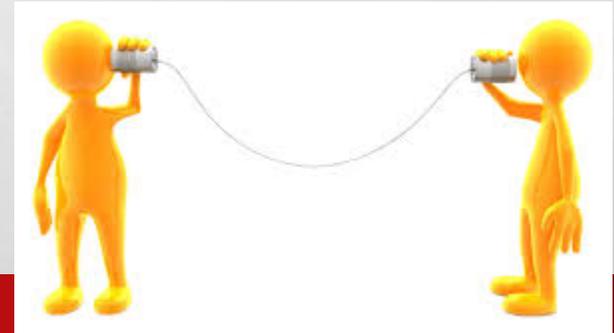
HOWARD PITLER IS A DYNAMIC FACILITATOR, SPEAKER, AND INSTRUCTIONAL COACH WITH A PROVEN RECORD OF SUCCESS SPANNING FOUR DECADES. PITLER IS AN ASCD FACULTY MEMBER AND THE AUTHOR OF SEVERAL ASCD PUBLICATIONS.

COMMUNICATION

- COMMUNICATION BETWEEN YOU AND THE STUDENT TEACHER – **FREQUENT, ONGOING, HONEST AND POSITIVE**
- COMMUNICATION BETWEEN YOU AND THE SUPERVISOR – **DURING THEIR 4 VISITS (MIDTERM AND FINAL EVAL CONVERSATIONS) AND ANYTIME YOU NEED THEIR INPUT OR HAVE QUESTIONS**
- COMMUNICATION BETWEEN YOU AND GRAND VIEW – **CONTACT KAITLYN BRUNS ABOUT PAPERWORK, ELECTRONIC EVALUATIONS, ETC.**
- PLEASE EMAIL BOTH OF US ASAP TO ENSURE YOUR COMPUTER WILL IDENTIFY US AND EMAILS HOPEFULLY WON'T GO INTO SPAM.

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KBRUNS@GRANDVIEW.EDU, 515-263-2844 (OFFICE)



CT RESPONSIBILITIES AND EXPECTATIONS

- SEE HANDBOOK (COPIES PROVIDED)
- WHEN YOU COMPLETE THE **MID-TERM** AND **FINAL** (WILL BE SENT AS A GOOGLE DOC VIA EMAIL), PLEASE SAVE/PRINT A COPY TO DISCUSS WITH THE SUPERVISOR AND STUDENT (ALL 3 TOGETHER).
- **DISPOSITIONS** WILL BE SENT AT THE END NEAR THE TIME OF THE FINAL.

EXPECTATIONS - CALENDAR

- **ATTENDANCE – HUGE ISSUE, USE FORMS**
- **DAILY HOURS FOR STUDENT TEACHERS/WORK OUTSIDE OF SCHOOL**
- **STUDENT ATHLETES**
- **SEMESTER CALENDAR**

DISCUSSION OF THE COOPERATING TEACHER ROLE

- **ADVICE FROM EXPERIENCED COOPERATING TEACHERS**
- **WHAT ARE YOU MOST CURIOUS ABOUT?**
- **WHAT QUESTIONS DO YOU HAVE?**



FAQ'S

- HOW OFTEN CAN I EXPECT GUV SUPERVISOR TO OBSERVE? **MINIMUM OF 4 TIMES WHICH CAN INCLUDE THE MIDTERM AND FINAL DISCUSSIONS.**
- CAN I LEAVE THE ROOM WHILE THEY ARE TEACHING? **THIS DEPENDS ON HOW COMFORTABLE YOU FEEL WITH THE STUDENT TEACHER'S CAPABILITIES AT ANY GIVEN TIME.**
- HOW OFTEN DO I PROVIDE FEEDBACK? **FEEDBACK SHOULD BE PROVIDED DAILY AT A MINIMUM...POSITIVES AND SUGGESTIONS.**
- WHEN SHOULD I CONTACT THE UNIVERSITY SUPERVISOR WITH CONCERNS? **DON'T WAIT!**

FAQ'S

- DO THEY NEED TO VIDEO A LESSON AND SHOULD WE CONTACT PARENTS? **A VIDEO LESSON IS REQUIRED DURING THE 1ST PLACEMENT. FOLLOW YOUR SCHOOL'S GUIDELINES. HOWEVER, THE TAPING CAN HAPPEN WITHOUT THE STUDENTS FACES BEING SHOWN.**
- SHOULD THE BUILDING PRINCIPAL OBSERVE THE STUDENT TEACHER? **ABSOLUTELY! IT IS ANOTHER SET OF EYES AND FEEDBACK FOR THE STUDENT!**
- WHAT ARE THE EXPECTATIONS OF DETAILS IN LESSON PLANNING? **THIS IS A GREAT DISCUSSION TO HAVE WITH THE SUPERVISOR.**

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Says THANK YOU for your
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