To become familiar with the daily roles and responsibilities of special education teachers, KSU SPED Student Teachers should plan to accomplish as many of the activities below as possible during their student teaching experience. Student Teachers are responsible for collecting and providing documentation of completion of items on list of activities to supervisor.

1. Observe lessons taught by special education teacher/gradually assume responsibility for instruction (ongoing throughout placement)

2. Plan/co-plan lessons and units that align with student IEP goals and classroom curriculum expectations (ongoing throughout placement)

3. Assess/co-assess student work and track progress.

4. Incorporate technology into lesson/unit plans.

5. Comply with and implement any behavior plans already in place in the classroom and/or on IEPs.

6. Attend (at least one) IEP meeting(s); participate in creating IEP for student(s) if possible.

7. Maintain communication with families of students in whatever manner makes sense given the culture of the school/classroom environment (i.e., in person, letters, virtually, etc.)

8. Meet the school principal; vice principal; secretaries; custodial staff and anyone else vital to the daily functioning of the school/classroom environment. Student teacher should know these individuals by name.

9. Meet with any service providers who interact with students on a regular basis. Student teacher should be able to list (by name) all service providers who regularly serve students. If possible, arrange a meeting with each service provider to discuss their goals for each student.

10. Observe one lunch/recess period for students; describe observations of student behavior during this time.

11. Create at least one bulletin board display.

12. Plan one field trip. If going off-school grounds is not possible, this could be a “trip” around the school that serves a lesson purpose (e.g., a scavenger hunt for service providers within the building) or a virtual field trip that takes advantage of technology.