Dear Student Teachers:

Congratulations on reaching your culminating activity in your educational degree; Student Teaching. It is my hope that you not only gain professional experience, and grow as an educator, but that you also learn about yourself during this process. Student Teaching is an exciting opportunity and will pave the way for future employment in the P 12 school systems wherever you may go. So, below is a list several expectations either of the school in which you are placed or our program for you to consider. Please read over the expectations list carefully and let me know if you have any questions.

Professional Expectations
Student Teachers are held to the same level of professionalism as other teachers and are expected to do the following:

- Be a professional colleague to your Cooperating Teacher and their co-workers.
- The student teacher is expected to conform to the same professional standards as the regular staff members of the cooperating school. The student teacher should arrive at the school at the same time as the teachers and spend the full school day and any additional planning time as the cooperating teacher requests. If unforeseen circumstances should cause the student teacher to be late, the student teacher must contact the school clerk, the cooperating teacher, and the university supervisor.
- The same applies if the student teacher is going to be absent due to illness. You must contact the cooperating teacher and the university supervisor the night before or as early as possible.
- The student teacher must exhibit professional behavior and dress appropriately for all teaching situations and school functions.
- Student teachers must consider all cooperating school obligations as high priorities and show a willingness to participate in faculty meetings, department meetings, conferences, programs, activities, etc.
- Student teachers must be proactive in the classroom. Do not wait to be asked to do tasks and be a team player.
- Student teachers must be fair and realistic when lesson planning and grading
- Student teachers must adhere to all District Policies.
- It is important for you to document your hours. The University Supervisor will check your activity log each week to see how you are doing.
- Please communicate with your University Supervisor and your Cooperating Teacher regularly throughout Student Teaching.
- Student Teachers should be prepared early for each class they teach. Your lessons maybe checked in advance of the class.
- Student Teachers should align lessons to state TESL Standards.
- Student Teachers must complete the EdTPA and work with the CT while completing it.

Have a wonderful Student Teaching experience. As your TESL Supervisor I will support you throughout your Student Teaching. Please let me know if you have any questions regarding Student Teaching.

I am excited for you and look forward to hearing of your excellent work.

Sincerely,

Jessy Hendrickx
TESL Teacher Education Coordinator, MA English and Education