

## Cooperating Teacher FAQ

### **Should the student teacher be placed as a substitute teacher?**

No, the student teacher cannot legally assume the role of substitute teacher.

### **How much time is appropriate during the Observation Phase?**

It varies, but you should try to involve the student teacher immediately by giving them some responsibility in routine matters right away, such as taking roll, etc.

### **How soon should the student teacher assume full teaching responsibility?**

As soon as they demonstrate willingness, competence, and professional maturity, and you feel that he/she is ready. Student teaching may include some team teaching depending on the lesson and to optimize student learning.

### **Should the student teacher have long term plans?**

Early in the experience, schedule classes for the student teacher to assume. Long term goals and objectives should be established for teaching units.

### **Should the student teacher have a daily lesson plan?**

Yes, the student teacher should develop a plan for each class he or she teaches, and it should be reviewed by you for suggestions and recommendations.

### **Could the student teacher utilize the cooperating teacher's plan for teaching purposes?**

Yes, at the early stage of teaching this approach may be acceptable if the student teacher adapts your plans to the Graceland lesson plan format.

### **Should I leave the room while the student teacher is teaching?**

A conditional yes. Attempt to maintain a proper balance between leaving and remaining in class regularly. When you are not in the room, a student teacher should know where you are and how to contact you.

### **How often are conferences necessary?**

Conferences should occur regularly and as often as possible.

### **Should I correct the student teacher's mistakes immediately and in front of the class?**

Planning and conferencing help to prevent classroom problems. Be understanding and avoid criticism of the student teacher in front of the class, however, there are occasions when you may need to provide additional information to ensure accuracy of information received by students.

### **How soon should I give the Evaluation Form to the university supervisor?**

Your first evaluation is due at the end of three weeks. The final form is needed not later than the final day of student teaching and preferably sometime during the last week of student teaching.