Southwest Minnesota State University
Practicum Experience Overview

Overall SMSU Student Teacher Commitments

Throughout the experience, student teachers are expected to:

Communicate

- Maintain culturally responsive communication with parents/guardians, CT, and US.
- Complete reflective journals
- Remain open to feedback and opportunities for growth

Professionalism

- Be on time, work teacher contracted hours, don't leave early
- Dress appropriately
- Use manners
- Show gratitude
- Treat all students and staff with respect and kindness, SMILE
- Demonstrate initiative
- Adhere to the Code of Ethics for Minnesota Teachers
- Emulate the School of Education Professional Dispositions

Evaluations

- SoE Professional Dispositions
- Teachers of…Content Standards
- Standards of Effective Practice

Overall SMSU Cooperating Teacher Commitments

Throughout the experience, cooperating teachers are encouraged to:

Mentor/Coach

- Foster a supportive and welcoming learning environment.
- Promote growth through encouragement and constructive/actionable feedback.
- Encourage reflective practice and professional decision-making.
- Reference the Mustang Mentoring Menu

Communicate

- Meet regularly with the teacher candidate.
- Maintain open communication with the university supervisor.
- "Think Out Loud".

Evaluate

- Provide timely and specific/actionable feedback.
- Complete 2 official observations and upload to SLL.
- Address concerns early and collaboratively through a "Mustang Moment" conversation.
- Complete a final evaluation in SLL.
- Approve hours in SLL.

Model Professionalism

- Ethical practice

- Collaboration
- Advocacy for students
- Cultural responsiveness

Teacher Candidate Requirements Checklist

- ✓ Licensure Candidates will complete a minimum of 80 hours in the scope and content of the licensure area sought.
- ✓ Candidates will provide robust journal entries to their University Supervisor via the Student Learning and Licensure (SLL) system. Entries should include reflections, questions, ideas and goals. Do not just provide a summary/schedule of what you did each day.
- ✓ Candidates will need documentation of two University Supervisor observations including actionable feedback. Candidates must use the SMSU Lesson plan template for lessons taught during these observations. Observations should be virtual. You can zoom your supervisor into your classroom or you can submit videos to the SLL system.
- ✓ Candidates must have two Cooperating Teacher observations documented including actionable feedback. These will be documented in the SLL system by the cooperating teacher.
- ✓ One Triad meeting with cooperating teacher, candidate and university supervisor must be documented. This will be documented in the SLL system by the university supervisor.
- ✓ The final evaluations completed in the SLL system by the University Supervisor and Cooperating Teacher contain SEP, content standards and disposition proficiency.
- ✓ Candidates seeking a special education license will also need to complete the special education demographics tracking indicating the accommodations and modifications implemented for each disability category during the practicum experience.

Cooperating Teacher Requirements Checklist

- ✓ Conduct two observations including actionable feedback. These will be documented in the SLL system by the cooperating teacher. Observations can be completed virtually!
- ✓ Participate in one virtual Triad meeting.
- ✓ Approve 80 hours minimum that the candidate logs in the SLL system.
- ✓ Complete the final evaluations in the SLL system containing SEPs, content standards and disposition proficiency.

University Supervisor Requirements Checklist

- ✓ View, respond, and score journal entries.
- ✓ Conduct two virtual observations including actionable feedback. Candidates must use the SMSU Lesson plan template for lessons

taught during these observations. Observations should be virtual via zoom or lesson recordings can be submitted to the SLL system.

- ✓ Conduct one Triad meeting with the cooperating teacher and candidate. This will be documented in the SLL system by the university supervisor.
- ✓ Complete the final evaluations in the SLL system containing SEPs, content standards and disposition proficiency.