Southwest Minnesota State University
Pre-Student Teaching Experience Overview

Overall SMSU Teacher Candidate 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

- ✓ Observe effective teaching strategies and classroom management techniques.
- ✓ Engage in the day-to-day activities of the classroom setting and be helpful.
- ✓ Experience 10 full days (2 weeks) consisting of the same contract hours as the cooperating teacher.
- ✓ Keep a daily reflective journal and submit entries to the SLL activity at the end of each week.
- ✓ Plan and instruct a minimum of two dynamic lessons that are recorded for the university supervisor to review.
- ✓ Complete the feedback survey in SLL.
- ✓ Log hours in Student Learning and Licensure (SLL).
- ✓ Participate in the Pre-CPAST consensus meeting and develop goals for student teaching.

Cooperating Teacher Requirements Checklist

- ✓ Provide a welcoming environment.
- ✓ Model effective teaching strategies and classroom management techniques.
- ✓ Allow the teacher candidate to teach portions of the day within your comfortability.
- ✓ Participate in the Pre-CPAST consensus meeting to help establish goals for the teacher candidate as they embark on their student teaching experience.
- ✓ Complete the feedback survey in SLL.
- ✓ Complete an online evaluation of the teacher candidate in SLL.
- ✓ Approve their time log in SLL.

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.
- ✓ Complete the feedback survey in SLL.
- ✓ Conduct one Pre-CPAST Triad meeting with the cooperating teacher and candidate. This consensus meeting 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.