

STUDENT TEACHING PRACTICUM AGREEMENT - SECONDARY EDUCATION

Student Teacher _____ Cooperating Teacher _____

Grade/Subject _____ Dates _____

The practicum agreement is intended to give direction to activities agreed upon by the student teacher, the cooperating teacher, and the university supervisor. Some activities are **required** of the student teacher; others are **optional**. The cooperating teacher signs the form after successful completion of all activities.

REQUIRED ACTIVITIES (Check activities completed)

- _____ 1. Observe classes and classrooms at every level of the school. Observe classes addressing special needs of students. Become acquainted with roles of all personnel associated with the school's functions. Study school policies.
- _____ 2. Observe within the classroom for several days. The purpose of this activity is to become acquainted with students, instructional materials, supplemental materials, other resources, scheduling, routines, and procedures.
- _____ 3. Prepare appropriate and adequately constructed lesson plans before each week's instruction.
- _____ 4. Manage the teaching-learning of the classes and subgroups of students on the basis of such criteria as goals, interests, and achievements.
- _____ 5. Design and teach at least one complete unit of study within the content area.
- _____ 6. Assume full responsibility for the class (without cooperating teacher's presence) for a designated period of time.
- _____ 7. Learn to use materials, resources, and procedures which enhance the learning experience of students in the classroom.
- _____ 8. Share ideas with and listen to the suggestions of the cooperating teacher.
- _____ 9. Attend appropriate in-service sessions, PTA/PTO, and other meetings.
- _____ 10. Keep a reflective journal on personal thoughts and feelings towards teaching while moving through the student teaching experience.
- _____ 11. Revise and update a written philosophy of education.
- _____ 12. Develop a portfolio documenting the student teaching experiences.
- _____ 13. Attend classroom management workshop, student teaching orientation sessions and all student teaching seminars.
- _____ 14. Other _____

OPTIONAL ACTIVITIES (Check activities completed)

- _____ 1. Direct the completion of a thematic display or bulletin board which corresponds to lesson plan goals.
- _____ 2. Plan a field trip --include pre-planning activities and follow-up reinforcement of learning activities.
- _____ 3. Keep a record that will apprise the student teacher and cooperating teacher of the characteristics of students.
- _____ 4. Work with specific groups of students to develop communication skills.
- _____ 5. Guide the self-selection and other informational finding skills of the students in the library or resource center.
- _____ 6. Video-tape a lesson and prepare an analysis of the lesson.
- _____ 7. Other
- _____ 8. Other

COOPERATING TEACHER'S APPROVAL (To be signed only after required and agreed upon optional activities have been successfully completed):

Signature

Date

**RETURN THIS FORM TO THE UNIVERSITY SUPERVISOR NO LATER
THAN THE LAST WEEK OF THE PRACTICUM.**