

PERSONNEL

Student Teachers

The procedures for developing and implementing a student teacher agreement are as follows:

1. The college representative shall present a student teacher agreement to the principal for review and approval.
2. The college supervisor will be notified of placements that can be accepted during the quarter.
3. The principal will notify the assistant superintendent when a student teacher is assigned to his or her building.
4. Assignment will be made with the approval of the cooperating staff member and the building principal.
5. A student teacher shall be assigned to a teacher with no less than three years of teaching experience.
6. A supervising teacher shall not be assigned more than one student teacher per school year.
7. The supervising teacher shall be responsible for the class and should not delegate responsibilities until the student teacher has displayed the proficiency to accept them.
8. A student teacher should assume the same conditions of employment as a regular teacher in terms of length of school day, supervision of co-curriculum activities, staff meetings, and inservice training.
9. At the completion of the student teacher's assignment, a simple narrative evaluation will be completed by the supervising teacher or the building principal and forwarded to the personnel office. This narrative may be a copy of the evaluation/recommendation given to the college by the teacher or principal on completion of the person's student teaching experience.