



Fall 2019 Clinical Teaching - STUDENT Checklist

<u><i>Clinical Teaching Schedule and Deadline Checklist</i></u>	Date
Week 1: Start of Clinical Teaching (first day in classroom)	Aug. 26
<input type="checkbox"/> Clinical Teaching Information form and a copy of your Cooperating Teacher's certification due	Aug. 30
<input type="checkbox"/> Formal Observation #1 (completed between 8/26-9/20) from Supervisor due <input type="checkbox"/> Formal Observations #1 from Cooperating Teacher	Sept. 20
<input type="checkbox"/> Formal Observation #2 from Supervisor due (completed between 9/23-10/12) <input type="checkbox"/> Formal Observation #2 from Cooperating Teacher due	Oct. 12
<input type="checkbox"/> <i>Placement Summary Form for Placement 1 from Univ. Supervisor</i> due <input type="checkbox"/> <i>Placement Summary Form for Placement 1 from Coop. Teacher</i> due	Oct. 12
End of Week 7: First placement ends	Oct. 12
Week 8: Start of Second Placement	Oct. 14
<input type="checkbox"/> <i>Clinical Teaching Information form for 2nd placement due</i> <input type="checkbox"/> <i>Copy of Cooperating Teacher's certification for 2nd placement due</i>	Oct. 18
<input type="checkbox"/> Formal Observation #3 from Supervisor due (completed between 10/18 -11/15) <input type="checkbox"/> Formal Observation #1 (#3 if one CT) from Cooperating Teacher due	Nov. 15
<input type="checkbox"/> Formal Observation #4 from Supervisor due (completed between 11/18 -12/6) <input type="checkbox"/> Formal Observation #2 from (#4 if one CT) Cooperating Teacher due	Dec. 6
<input type="checkbox"/> Placement Summary from Supervisor due <input type="checkbox"/> Placement Summary from Cooperating Teacher due	Dec. 11
Transition out December 9-13	
<input type="checkbox"/> All Reflections <u>in one document</u> in BBLearn due <input type="checkbox"/> Signed Clinical Teaching Log due	Dec. 13
Last Day of Spring Semester – (last day in classroom) 70+ days logged	Dec. 13

Clinical Teaching Reminders:

In addition to these requirements, weekly reflections (see Appendix B) are due each Friday by 6:00 pm. All reflections for the Clinical Teaching Semester will be recorded in one **Google Doc** shared by the clinical teacher with the university supervisor. Coaching comments will be added to the reflections weekly by the supervisor.

Remember to update your clinical teaching log and get it signed every day. Days must be at least 7 hours to count toward the 70 days.

Keep in mind that missing these deadlines, including due dates for weekly reflections, may result in failing the clinical teaching experience. Just as educators are expected to keep current with paperwork requirements. (e.g. grading, report cards, conference forms, etc.), you will be responsible for submitting this important TEA documentation according to the deadlines.

**Requirements in italics are only for students with TWO placements*