

Teacher Candidate Expectations for the PPS Site

Teacher candidates are required to demonstrate knowledge, skills, professionalism, and commitment during the Level I and Level II Field Experiences. The expectations for these experiences are listed below. Each teacher candidate must read and sign this document to demonstrate understanding of the responsibilities and expectations. The teacher candidate keeps a copy and the Director of Teacher Education keeps a copy in your file. Violation of any of these expectations may be grounds for removal from the TELP program.

1. Attendance
 - a. First semester: Monday-Friday morning and all day on Wednesday
 - b. Second semester: Staff hours or beyond for Level II Field Experience
2. Absences.
 - a. Call/email the school when you are sick and must be absent.
 - b. Make certain that the cooperating teacher and the site coordinator get notified and that the UCCS site supervisor is informed.
 - c. If you are too ill to contact them, make sure that these two people have been contacted early by someone who can make the call.
 - d. **All missed days must be made up.**
3. Concerns:
 - a. If concerns are expressed from staff or parents, the site coordinator, UCCS University Supervisor, or the principal, the Director of Teacher Education will speak directly to you so that immediate corrective action may occur and so that issues can be resolved quickly and productively.
4. Whose classroom is it?
 - a. It is ultimately the Cooperating Teacher's classroom.
 - b. You take direction from the classroom teacher.
 - c. You will be asked to perform a number of classroom and school tasks and duties that will be part of the classroom teachers' tasks and duties.
5. Professionalism:
 - a. Demonstrate ethical behavior when interacting with staff, parents, and students.
 - b. Demonstrate maturity as a professional educator.
 - c. Promote the credibility of the profession by considering carefully how you speak about your PPS site or your teaching experience to others. The most significant way to build or destroy credibility of the school is by the way educators themselves talk about what they do.
 - d. Professionalism must be demonstrated to be recommended for Level II field experience and to recommended for licensure.
6. Borrowing materials:
 - a. If you borrow teacher manuals or materials, make sure they are returned promptly.
7. Observations:
 - a. The specific number of observations required is outlined in the handbook and must be followed or exceeded.
 - b. Signing up for observations is your responsibility.
 - c. The lesson to be observed should be at least 30 minutes long.
 - d. The lesson *must* be linked to standards.

- e. The observation must be an observation of you teaching. It must not include you giving a test, supervising a snack time or break, etc.
 - f. The lesson plan form must be completed and sent to your observer prior to the observation.
 - g. The reflection should be completed promptly after the observation.
 - h. Remember that a large part of your learning to be a teacher is being willing to accept feedback and act upon it. This is one of the most important aspects of this year.
8. In order to be recommended for Level II field experience you must demonstrate each of the following:
- a. Meet attendance requirements.
 - b. Demonstrate professionalism.
 - c. Continuous progress and improvement on the Colorado Teacher Quality Standards as demonstrated in lesson planning, during observations, and on reflections.
 - d. Pass the appropriate content test for your level and content area (PLACE or PRAXIS).
 - e. Demonstrate productive collegial relationships.
 - f. Plan to take no more than three semester hours of credit beyond student teaching.
 - g. Complete all requirements for fall coursework by the end of fall semester and earn a B- or better in all methods courses. If you have an Incomplete in any course, you will need to postpone student teaching to the following year.
9. Readiness for Solo Teaching (Second Semester):
- a. Demonstrate initiative in taking on small group and whole group lessons as soon as possible. Continue to take on more responsibility through January – May (Co-Teaching Model).
 - b. Remember that turning in plans, records, and other paperwork on time is an essential part of being a teacher.
10. Big Picture Thinking:
- a. You are part of a bigger picture and context.
 - b. **BE WILLING TO DO WHAT IT TAKES TO GET THE JOB DONE!**
11. Letters of Recommendation/Teacher Evaluation (Second Semester):
- a. Based on coursework, teaching experience, and demonstrations.
12. Collegial Relationship
- a. It is primarily your responsibility to make the collegial relationship between you and your Cooperating Teacher work productively.
13. Personal Responsibility
- a. It is your responsibility to read and follow the guidelines in the TELP handbook for all expectations and requirements in coursework and at the PPS site.

I have been made aware of these expectations and understand my responsibilities.

Teacher candidate (printed) _____ Date _____

Teacher candidate (signature) _____