

Student Teachers

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

- A. The college representative shall present a student teacher agreement to the superintendent for review and approval.
- B. Provide us with a forty five (45) days notice prior to the request of placement. At that time we will need a student name and contact information, resume for each student, and grade level preference.
- C. Do not contact the schools or staff members directly.
- D. The superintendent shall coordinate the institution's request for placement with principals to determine if placements are possible in the subject areas requested.
- E. The college supervisor shall be notified of placements that can be accepted during the quarter.
- F. Assignment shall be made with the approval of the cooperating staff member and the principal.
- G. A student teacher shall be assigned to a teacher with no less than ~~three~~ five (5) years of full-time successful teaching experience.
- H. A supervising teacher shall not be assigned more than one student teacher per school year.
- I. 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.
- J. A student teacher should assume the same conditions of employment as a regular teacher in terms of length of school day, supervision of co-curricular activities, staff meetings, and in-service training.
- K. The student teacher shall meet state teacher certification requirements pertaining to fingerprinting prior to student teaching, and will be required to submit birthdate, full legal name, and complete disclosure form.
- L. Intern and student coursework experience will pass the state patrol check that volunteers in the district are required to pass.
- M. Limit of one (1) student teacher and two (2) student interns per school, per semester. Limit increases to two (2) student teachers and three (3) interns in schools with 800 or more student's annual average FTE for the prior year.

Date: March 4, 2004