

Supporting your Student Teacher

PHYSICAL CONVENIENCES

The Mentor Teacher should provide

- a place in the classroom to work and store materials
- a room key (if permitted under district policy)
- space on the blackboard/dry erase board for use by the Student Teacher

INFORMATION

The Mentor Teacher should provide information about

- school, department, and curriculum organization
- routine attendance, record-keeping and, disciplinary procedures as well as any legal
- requirements and restrictions
- district workshops and appropriate staff development opportunities
- the availability and use of instructional media
- parking on the campus
- resources for supporting at-risk students
- school and class schedule

TIME COMMITMENT

Time Must Be Provided for

- conversation and collaboration about planning instruction and assessment
- observation of Student Teacher during instruction
- regular feedback conferences
- professional interaction with Mentor Teacher and other teachers

SUPPORT

The Mentor Teacher should

- treat the Student Teacher as a peer and colleague, but expectations should be consistent with the candidate as a beginning teacher
- emphasize support and guidance over evaluation
- take joint responsibility for ensuring success in student teaching and solving problems
- include Student Teacher in all co-planning

CURRICULAR HELP

The Mentor Teacher should

- model instructional and classroom management techniques
- allow Student Teacher to assist in co-grading early in the semester
- share teaching materials and files and allow Student Teacher to co-plan
- help the Student Teacher develop lesson plans that meet department, school, and district requirements using co-planning and co-teaching strategies
- review all lesson plans and materials to be used by the Student Teacher
- ensure that grading and evaluation procedures are appropriate
- ensure that instruction is appropriate for grade level and student needs
- work with Student Teacher to facilitate parent contact and parent conferences
- assist in the development of materials related to the instruction of English Language Learners, struggling readers, and special populations