Feedback/Evaluations and Grading

It is the responsibility of the cooperating teacher to give the student teacher regular feedback about her/his efforts. This will be very helpful to make her/him aware of whether or not she/he is meeting the cooperating teacher's expectations. Please give this feedback by writing regular comments in a notebook for the student teacher to read and perhaps to respond. Other ways to communicate are informal verbal exchanges or e-mail.

The student teacher will also be responsible for self-reflection in a journal that she/he will keep throughout the semester. In this way, she/he will develop the ability to judge her/his own effectiveness. Sample journal entries may be found in Appendix H.

Towards the end of the semester, the cooperating teacher will be given an evaluation form to fill out for the student teacher, a copy of which is in the Appendix I. The student teacher will be filling out the same form as a self-evaluation. Both cooperating teacher and student teacher will be asked to suggest a recommended grade for the student. The student teacher evaluation form should be sent back to the college supervisor before the final week of student teaching, unless it is necessary to wait until the very end to make the final assessment.

Final Conference/Grade

The cooperating teacher and the student teacher should arrange to meet for a final conference to discuss the evaluation forms and to discuss the student teacher's growth during the semester. The cooperating teacher should give honest feedback and make suggestions for future growth areas.

The college supervisor will also have a final conference with the student teacher to discuss evaluations and the student's future plans. The student teacher should bring her/his self-evaluation, portfolio, and professional reflection journal to this conference.

The college supervisor will determine the final grade based on input from the cooperating teacher, student teacher, and observations. Any documentation from the cooperating teacher will be very helpful.