

Clinical Practice (Student Teaching) Orientation Checklist - California

Placement Details

- Review & complete Clinical Practice Setting Checklist
- Confirm contact information (Student, Practicum Faculty Supervisor, Cooperating Teacher, and the University's Clinical Practice Education Program Specialist)
- Review [Suggested Schedule](#) and school calendar dates
- Ensure candidate has access to ELL and special needs (may include a gifted student) identified student in the class
- Review [College of Education Clinical Practice \(Student Teaching\) Resources](#)

Experience Expectations

- Discuss professional conduct, timely and effective communication, and attire
- Discuss Professional Expectations/Supplemental Standards
- Review cooperating teacher's arrival/departure times (ST aligns to contracted teacher workday)
- Review Attendance Policy, Absence Reporting, and Attendance Log
- Discuss TK20 Evaluation System
- Explore [TPE Evaluation Tool](#)
- Introduce edTPA and Review "edTPA Guidelines for Acceptable Candidate Support"
 - Seminar faculty and course provides instructions and detailed guidance
 - CT and FS support student progress and provide guidance

Introduction of Roles and Responsibilities

Student Teacher (ST)

- Lesson planning and co-teaching
- Review TK20 Weekly Reflection and Lesson Plan Expectations
- Demonstrate growing knowledge and skills regarding California TPEs
- Discuss Implementation of CT/FS Feedback

Cooperating Teacher (CT)

- Daily modeling, coaching, feedback with student teacher (minimum 5 hours per week)
- Co-lesson planning, lesson plan review/coaching
- Allow opportunities for Student Teacher to teach as outlined in suggested schedule (minimum of 4 weeks solo teaching throughout the 16/17-week placement)
- Complete TK20 Midterm and Final Evaluation forms and pedagogical evaluations
- Plan to Communicate Weekly with Practicum Supervisor
- Attend 1-hour orientation meeting with ST and FS, complete 8-hour state required cooperating teacher training, and 1-hour recorded webinar (details provided by EPS)

Practicum Faculty Supervisor (FS)

- Discuss TK20 Weekly Reflection Prompts/Feedback and Lesson Plan Feedback
- Introduce California Teaching Performance Expectations (TPEs)
- Plan to Coach and Guide Candidate
- Complete TK20 Observation Evaluations and Grade Forms
- Set Plan for Weekly Candidate and Cooperating Teacher Communication
- Plan to Host Three-Way, Post-Evaluation Discussions

Upon completion of the Orientation, please access Tk20 to complete an electronic Orientation Checklist Acknowledgment.