



General Information

Title: School Student Teacher	Union Status: Exempt
Location: District School (agreed upon with university contract)	Reports To: Cooperating Teacher

STUDENT TEACHING OVERVIEW:

Student teaching is the culminating experience in your teacher education program. You are now responsible for directing and evaluating the learning experiences of your students, under the guidance and supervision of a licensed member of our teaching profession.

RESPONSIBILITIES OF THE STUDENT TEACHER:

- To become acquainted with the cooperating school
- To understand the activities, forces, and ideas operating within the cooperating school
- Develop an understanding of the students.
- Become familiar with classroom organization and management.
- Use instructional materials.
- Plan for class instruction.
- Evaluate student progress.
- Engage in wider school activities.
- Develop professional characteristics.
- To help the student teacher identify his/her strengths and weaknesses as a potential teacher, the student teacher should participate in **cooperating teacher/student teacher** conferences.

QUALIFICATIONS:

- A formal request from the University
- Unofficial Transcripts
- Formal resume with student information
- Fingerprint-based federal background check (to be completed with D73)
- Work physical (within 90 days)
- TB Test results (required for EC/PreK only) (within 90 days)



HAWTHORN DISTRICT 73

"Learning for all. Every one. Every day."

School Student Teacher

OTHER:

- For an individual who is not a staff member to receive credentials, electronic door access, and/or a network account, they must be added to the Skyward Human Resources database. Addition to this database is solely utilized as a mechanism to provide an individual who is not a staff member access to resources. To have a network account set up for a trainee, contracted employee or volunteer information is required to be entered in our Skyward database.
- The individual shall follow all School Board Policies.