Elem./Sec./ECE Report of Initial Visit by the University Supervisor with Cooperating Teacher and Candidate

Student Name/ID # Click to enter name/ID. University Supervisor Click to enter name.

**Beginning Date for Placement** Click to enter a date. **End Date of Placement** Click to enter a date.

**School** Click to enter school name. **Cooperating Teacher** Click to enter teacher name.

**Date of Visit** Click to enter a date. **Time of Day** Time **Grade** Grade **Subject** Subject

**Visit with (Check):** [ ]  Cooperating Teacher [ ]  Student Teacher [ ]  Both

**Topic Discussed (Check):**

Daily Arrival Time [ ]

End of Day Time [ ]

Notification for Absences [ ]

Objectives of Student Teaching [ ]

Letter of Introduction [ ]

Typical Daily Schedule [ ]

Daily Communications [ ]

Phase-in of Teaching Responsibilities [ ]

Co-Teaching [ ]

Candidate “In Charge” of Classroom [ ]

Preparation of Lesson Plans [ ]

Evaluations:

* Midterm Date [ ]
* ST Video Analysis/CT [ ]
* Formal Lesson Evaluation [ ]
* Final Eval/Grade/Cert. [ ]

Disposition (EDA) [ ]

Additional Class Responsibilities [ ]

Attendance at:

* Faculty Meetings [ ]
* Team Meetings [ ]
* Professional Development [ ]

Attendance at School Events [ ]

Substitute Teaching Policy [ ]

Seminar Schedule/Assignments [ ]

* “Unit Plan” overview [ ]

Weekly Report to Supervisor [ ]

Midterm/Final Ratings Completed:

* Danielson wording [ ]
* No Blank Lines [ ]
* No N/A or Did Not Observe [ ]

SOE Points of Emphasis:

* Technology [ ]
* Diversity/Culturally Relevant Pedagogy [ ]

Forms to Distribute During Meeting:

* Honorarium Form [ ]
* Common Expectations [ ]

Cooperating Teacher Contact Info. [ ]

**Other Topics (List)/Comments about the Visit**: Click to enter text.