**TEXAS STATE UNIVERSITY**

**All-Level/Two-Fields Instructional Timeline:**

**Assuming Instructional Responsibilities in Student Teaching**

*A Standard Experience requirement for all-level or two-fields student teachers is to collaborate with the CT and supervisor to develop a timeline to assume instructional responsibilities. This document serves as a guide in fulfilling this requirement.*

All-level and two-field placements usually comprise a 14-week experience, with 7 weeks in each assignment. The goal is to assume responsibility for one assignment level/field for at least two weeks during the first half of the semester and for the other level/field for at least two weeks during the 2nd half of the semester. However, these placements are very unique, resulting in the need for considerable flexibility. The following timeline is a suggestion, to be adjusted to suit the assignment. Curriculum, class organization, planning, student needs and expectations vary among campuses and districts. **The student teacher (ST) and cooperating teacher (CT), with collaboration from the university supervisor, should adapt this timeline to develop the best plan for the classroom and the ST’s readiness. In addition, team teaching may be utilized throughout the semester.**

The method of assuming instructional responsibility may vary, depending upon the classroom structure and the readiness of the ST. However, the process for one class period typically follows this sequence:

* First, CT and ST collaboratively plan.
* Then, ST begins to plan with oversight and mentoring from CT; CT and ST co-teach.
* Finally, ST plans and teaches, with oversight and mentoring from CT.

This process continues until the ST has assumed responsibility of no more than five class periods and no more than three preparations. As a result of some flexibility within the schedule of all-level or two-field assignments, the 13th week can be used to stretch out instruction, transition back to the CT, observe in other classrooms within the discipline, or continue responsibilities of previous weeks.

**Suggested Timeline Schedule for ST**

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| **Week** | **Activities/Responsibilities** |
| **1** | Observe CT; assist with small groups, individual students, management tasks; co-plan first prep |
| **2** | Teach one or two classes in first prep; co-plan 2nd prep; assist CT when not teaching |
| **3** | Assume total instructional and planning responsibilities for classes in first prep; teach one or more classes in 2nd prep; responsibilities should not exceed 5 class periods; assist CT when not teaching |
| **4** | Assume responsibilities for classes in two preps; co-plan 3rd prep; responsibilities should not exceed 5 class periods; assist CT when not teaching |
| **5** | Assume class responsibility for all three preps; responsibilities should not exceed 5 class periods; assist CT when not teaching |
| **6** | Continue teaching responsibilities 2nd week of instructional responsibilities and/or transitioning back to CT as determined by the CT |
| **7** | Observe in other classrooms and/or transition back to CT as determined by the CT |
| **8** | Repeat week 1 activities in 2nd level or field |
| **9** | Repeat week 2 activities in 2nd level or field |
| **10** | Repeat week 3 activities in 2nd level or field |
| **11** | Repeat week 4 activities in 2nd level or field |
| **12** | Repeat week 5 activities in 2nd level or field |
| **13** | Repeat week 6 activities in 2nd level or field |
| **14** | Repeat week 7 activities in 2nd level or field |

The above schedule may be adjusted if events such as state testing, competition events, etc. require a different pace for assuming responsibilities.

