THE PURPOSE OF STUDENT TEACHING
The Student Teaching Practicum is the capstone field experience for our students working toward teacher certification. Student teaching is a six-semester-hour experience in a classroom of a public, and in some cases private or charter school. Student Teachers are required to complete a clinical teaching experience for a minimum of 14 weeks with a full day being 100% of the school day. Single-placement Student Teachers are placed with one Cooperating Teacher in one classroom for the entire 14 weeks. Split-Placement (usually All-Level) Student Teachers are placed with one Cooperating Teacher for the first half of the semester, and with another Cooperating Teacher for the last half of the semester. During this semester students are “students of teaching”. It is a time of much learning, improvement, and growth, supported by the Cooperating Teacher and University Student Teaching Faculty. All candidates for initial teacher certification student teach for one full semester.

CRIMINAL BACKGROUND CHECKS
Criminal background checks are required by our partner districts for progression through the Educator Preparation Program. Based on information recorded in your criminal history, students may be ineligible for issuance of a certification upon completion of the Educator Preparation Program. If you have a criminal history, you should request a Preliminary Criminal History Evaluation from the Texas Education Agency, schedule an appointment for free legal counseling services through Texas State University’s Attorney for Students, and disclose this information to the Office of Educator Preparation.

LINKS: Preliminary Criminal History Evaluation Free Legal Counseling Services

COURSE DESCRIPTIONS
EDST 4380. Student Teaching All-Level I EC-6/4-8. This half-semester student teaching course is designed for undergraduate students seeking All-Level teacher certification. Students will engage in teaching experiences in EC-6 or 4-8 settings for half of a 14-week assignment with university guidance and supervision. Repeatable for credit. Prerequisite: Admission to the Teacher Preparation Program; Co-requisite: EDST 4381; All coursework completed; 2.75 Overall GPA.

EDST 4381. Student Teaching All-Level II 8-12. This half-semester student teaching course is designed for undergraduate students seeking All-Level teacher certification. Students will engage in teaching experiences in 8-12 settings for half of a 14-week assignment with university guidance and supervision. Repeatable for credit. Prerequisite: Admission to the Teacher Preparation Program; Co-requisite: EDST 4380; All coursework completed; 2.75 Overall GPA.

EDST 4680. Student Teaching 4-8. Students will integrate and apply knowledge and skills learned from their program of study while student teaching with experienced 4-8 teachers in the public schools with university supervision. Students will demonstrate exit-level proficiency in state-adopted and Texas State teacher proficiencies. Prerequisites: Admission to the Teacher Preparation Program; All coursework complete; 2.75 Overall GPA.

EDST 4681. Student Teaching 8-12. Students will integrate and apply knowledge and skills learned from their program of study while student teaching with experienced 8-12 teachers in the public schools with university guidance and supervision. Students will demonstrate exit-level proficiency in state-adopted and Texas State proficiencies for teachers. One conference hour per week is required. Prerequisites: Admission to the Teacher Education Program; All coursework completed; 2.75 overall GPA.

EDST 4687. Student Teaching EC-6. Students will integrate and apply knowledge and skills learned from their program of study while student teaching with experienced EC-6 teachers in the public schools with university supervision. Students will demonstrate exit-level proficiency in state-adopted and Texas State teacher proficiencies. Prerequisites: Admission to the Teacher Preparation Program; All coursework completed; 2.75 Overall GPA.
AG 4681. Student Teaching in Agriculture Science and Technology. Planning for teaching agricultural science in selected schools in Texas. Course to be taken in final semester. Senior classification required to enroll.

FCS 4681. Family and Consumer Sciences: Principles and Process. Observation and participation in the total family and consumer science program. Requires a full day in the Teaching Center for ten weeks (five day week except for holidays in public school system). Prerequisites: FCS 3390 and completion of all required Family and Consumer Sciences courses.

GRADING
Student teaching is a Credit/No Credit course. To successfully complete Student Teaching and receive credit (CR), the Student Teacher must fulfill their 14 week placement as outlined in the syllabus and the Texas State University Essential Student Teaching Handbook, including the 2 week Total Teach requirement. In addition, the Student Teacher must receive a rating of “2” or higher on each of the Final Evaluation components.

ATTENDANCE POLICY
Students are required to attend:

- all meetings/seminars with your Student Teaching Faculty;
- all Office of Educator Preparation meetings (including the Texas State Job Fair, unless directed otherwise by Student Teaching Faculty); and
- every day of your student teaching placement.

While perfect attendance is expected, we also know that emergencies happen. The Texas Education Agency requires a minimum number of full days (full day = the hours for a full time teacher, as specified by your placement district) for student teaching, so any days missed will be made up after the last official day of student teaching but before the official end of the same semester (the last day of final exams). In most semesters, this means absences are limited to no more than 5 days. If a student is unable to complete the minimum number of days required, that student will not receive credit for student teaching.

Additionally, as part of each student’s professional responsibilities, students must notify via email both the cooperating teacher and student teaching faculty of any absence as soon as possible. Failure to notify may result in the student’s removal from student teaching.

Email notification must include the following information:
- Date/Time of absence (whole day or a portion of a day)
- Student contact information (including cell phone)
- Reason for absence
- [NOTE: If a student is absent on a day s/he is responsible for planning and instruction, s/he must provide lesson plans and materials to cooperating teacher in advance of the absence.]

COMMUNICATION
Communication throughout the student teaching experience is critical to successful completion of student teaching. All university communication takes place through Bobcat Mail. Students are responsible for checking their email daily and responding appropriately. Additionally, communication and documentation takes place in ePortfolio. Students are responsible for completing the required actions (acknowledgements, uploads, etc.) in a timely manner. Your faculty and cooperating teacher may incorporate phone calls and text as a means of further communication. Be sure to respond to all communication in kind.
PROFESSIONALISM: EDUCATOR CODE OF ETHICS, DRESS AND BEHAVIOR

The Student Teacher is expected to demonstrate professionalism throughout their program, maintaining cooperative and collaborative relationships, complying with University, campus and school district policies, and conducting themselves ethically and with integrity.

All preservice and in-service teachers are required to uphold all aspects of the Educator Code of Ethics (outlined here in Texas Administrative Code). To maintain accountability with the Texas Education Agency, Student Teachers must document that they have read and understood the Code of Ethics in their ePortfolio binders.

If a student’s appearance or behavior causes a disruption in the student teaching placement, the student will be removed from the placement until the situation is corrected. Some disruptions may be serious enough to warrant removal for the remainder of the semester and/or a grade of No Credit. Any missed days will be made up within the same semester after the official last day of your placement.

PROFESSIONAL LIABILITY INSURANCE

Student teaching at Texas State University is not covered by professional liability insurance through Texas State University or the public school district. Liability insurance is mandatory and available through membership in the student branches of most professional educator associations.

Proof of insurance (for example, a screenshot of your notice of membership or an email acknowledgement from the organization) must be uploaded in ePortfolio.

Three organizations that offer free or low-cost memberships to university students are:

- The Association of Texas Professional Educators (ATPE) http://www.atpe.org
- The Texas Classroom Teachers Association (TCTA) http://tcta.org
- The Texas State Teachers Association (TSTA) https://tsta.org/

TEXAS STATE UNIVERSITY POLICIES

- Office of Disabilities Statement – If a student with a disability requires an accommodation(s) to participate in this course, the student must contact the Office of Educator Preparation as soon as possible. The student must provide documentation from the Office of Disability Services. Failure to contact the Office of Educator Preparation in a timely manner may delay implementation of accommodations.
- Mental Health Resources – As a student, you may experience a range of issues that can cause barriers to learning. These mental health concerns or personal issues may lead to diminished academic performance and may affect your ability to participate in daily activities. Texas State University Counseling Center provides free and confidential mental health services. Learn more about available resources via the Counseling Center website at https://counseling.txstate.edu or call 512-245-2208 during University hours and days of operation.
- University Honor Code – Texas State University-San Marcos expects students to engage in all academic pursuits in a manner that is beyond reproach. Students found in violation of the Honor Code are subject to disciplinary action. The Honor Code can be found here: http://www.txstate.edu/academic/upps/upps-07-10-01-att1.html
- Civility – The Office of Educator Preparation supports the university’s commitment to civility. Students and faculty are full partners in fostering a classroom environment that is conducive to learning. Our actions should promote respect for both one another and the traditions of collegiate learning. Texas State policy (PPS 4.02) describes general behaviors that are always disruptive. Student teaching faculty will be the judge of behaviors that threaten the civility of the learning environment, and, when appropriate or necessary, student teaching faculty will bring such behavior to the attention of the class or individuals in the class. (PPS 4.02 may be found in the Policy and Procedure Statements Index at http://www.provost.txstate.edu/pps.html.)
● **Certifying Attendance** – The University Certifying Attendance policy can be found at [PPS 4.02](#). This policy outlines the documentation of student’s attendance in their registered courses and is used to verify to the federal government that a Title IV aid recipient began attendance in courses aiding in the documentation of student financial aid availability.

● **Fitness for the Teaching Profession** - Students admitted to teacher education are expected to meet specified non-academic standards as described by the Danielson Framework for Teaching.

**REQUIRED RESOURCES**

These resources are key to your success in student teaching. Please download the documents and view all videos **before your first meeting** with your faculty and cohort.

- The Essential Student Teaching Handbook - available on the [OEP website](#)
- Danielson Framework for Teaching- [http://danielsongroup.org/download/?download=448](#)
- Danielson Framework Videos -
  - Overview of Danielson Framework for Teaching [https://www.youtube.com/watch?v=6fNB3o78jpk](#)
  - Danielson: Domain 1 [https://www.youtube.com/watch?v=JaaQZ8fL264](#)
  - Danielson: Domain 2 [https://www.youtube.com/watch?v=6z8muZZ7l10](#)
  - Danielson: Domain 3 [https://www.youtube.com/watch?v=14j4_1MOdxF](#)
  - Danielson: Domain 4 [https://www.youtube.com/watch?v=Ycqqk8VNB9i](#)
  - Danielson: Next Steps [https://www.youtube.com/watch?v=FZLTJujb_Tw](#)

***Niagara Dispositions Instrument Pilot***

The Texas State University Educator Preparation Program is piloting an instrument for assessing and developing students’ dispositions for teaching. Dispositions are your attitudes and beliefs that affect your behavior. Dispositions for teaching reflect your growth as a professional. This course may utilize the dispositions instrument throughout the semester. Instrument and pilot information will be shared the first week of class. If your Student Teaching Faculty chooses to participate in the pilot, students will be asked to self-assess using the instrument at the beginning of the semester, and your professor will assess students and report disposition scores.

***Sibme Pilot***

The Texas State University Educator Preparation Program is piloting a video coaching and collaboration platform called Sibme, designed to improve teaching and learning. This course may utilize the Sibme platform for video-based collaboration and feedback focused on improving student practice.
### THE SEMESTER AT-A-GLANCE

<table>
<thead>
<tr>
<th>Week of January 14</th>
<th>Student teaching faculty make contact with assigned student teachers, cooperating teachers, and school principals during this week. Student teachers make contact with cooperating teachers and school principals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 22</td>
<td><strong>FIRST DAY OF STUDENT TEACHING</strong></td>
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</tbody>
</table>
| March 18          | **START OF SECOND PLACEMENT FOR SPLIT-PLACEMENT STUDENT TEACHERS**  
|                   | (NOTE: This date is flexible to accommodate district calendars.) |
| May 6/May 15      | **LAST DAY OF STUDENT TEACHING** (plus make-up days through May 15, if necessary) |

### ORIENTATION AND SEMINAR SCHEDULE

<table>
<thead>
<tr>
<th>Week of January 14</th>
<th>Seminar 1: <em>Orientation + Domain 2: Classroom Management</em></th>
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<tbody>
<tr>
<td>Week of February 4</td>
<td>Seminar 2: <em>Domain 1: Planning + Domain 3: Instructional Design</em></td>
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<tr>
<td>Week of March 4</td>
<td>Seminar 3: <em>Domain 4: Professionalism</em></td>
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<tr>
<td>Week of May 6</td>
<td>Seminar 4: <em>Final Reflective Seminar + Celebration</em></td>
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### OBSERVATION WINDOWS

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<tr>
<th><strong>OPEN</strong></th>
<th><strong>CLOSE</strong></th>
<th>Description</th>
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<tbody>
<tr>
<td>January 28</td>
<td>February 15</td>
<td>First Observation</td>
</tr>
<tr>
<td>February 18</td>
<td>March 8</td>
<td>Second Observation (NOTE: This date is flexible to accommodate district spring break calendars.)</td>
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<tr>
<td>March 4</td>
<td>March 8</td>
<td>Final Evaluation (Split-Placement) and Mid-Point Conference with Cooperating Teacher (Single-Placement)</td>
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<tr>
<td>March 25</td>
<td>April 12</td>
<td>Third Observation</td>
</tr>
<tr>
<td>April 15</td>
<td>May 3</td>
<td>Optional 4th Observation (if necessary, based on Mid-Point Conference/Final Evaluation for Split-Placements)</td>
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<tr>
<td>April 29</td>
<td>May 6</td>
<td>Final Evaluation</td>
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</tbody>
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### STUDENT TEACHER MANDATORY MEETING

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
</table>
| April 4, 2019   | 9am – 1130am | Texas State Teacher Job Fair  
|                 |           | Embassy Suites & Conference Center, San Marcos | **All student teachers (out of area students [DFW, Houston, South Texas] are not required to attend)** |

**NOTE:** Career Services will provide several Job Fair Preparation sessions, so keep an eye out for announcements, and plan to attend!