Course Expectation:
Student Teaching is your top priority. It is one of the most important courses you will take as an ISU student. Most of you have been preparing for a career in music for years before arriving at ISU. Take advantage of every opportunity. Treat everyone with respect. What you do and how you handle student teaching will be your ‘ticket’ to getting a good teaching position.

Requirements:
1. Attend school and come prepared to teach and learn every day. You must report any absence (and reason for absence) to the school (cooperating teacher) and supervising teacher before it occurs (emergencies excepted). Illness, weather-related and job related absences may require you to make up the time. More than five (5) absences for any reason may lead to dismissal from student teaching.
2. Attend all music education seminars and come prepared with the required assignment(s) for each one. Absence from a seminar will impact your grade.
3. Purchase and follow the ISU Student Teaching Handbook (also available online).
4. Complete all assignments in a professional and timely manner including making sure the mid-term and final evaluations are done by the cooperating teacher and submitted to the supervising teacher by the assigned dates. Keep copies for yourself.
5. Organize all student teaching materials into a notebook or file folders; have all lesson plans and student teaching materials (including your journal) ready for review by the supervisor during all observations. (See specific requirements.)
6. Videotape teaching during each 8-week session (purchase own videotape), evaluate each teaching level (form in handbook), and present a short segment at a seminar.
7. Wear identification – ISU Student Teacher badge or one from your school district.
8. Write in a journal every day of student teaching; focus on professional reflections regarding your experience; identify one of the teaching standards for at least 3 entries/week - can be hard copy or posted on Blackboard
9. Post your journal (or a weekly update) on Blackboard by Monday at noon.
10. Complete digital portfolio regarding the 12 ISU Teaching Standards (update from 466) including all 24 artifacts and the synthesis of evidence paper (if admitted after Fall 2010)
11. Communicate weekly with your ISU Supervisor via email

Guidelines:
- communicate regularly with cooperating teachers
- notify the supervisor with any concern immediately
- accept/implement suggestions and criticism from cooperating/supervising teachers in a positive manner
- work cooperatively with school personnel
- follow and enforce school policies and rules
- follow school placement calendar (not ISU calendar)
- do not drive school students any place at any time (legally unacceptable)
Schedule of Seminars and Requirements:

Mon., January 9 - Session I commences for all student teachers (or earlier)

**Seminar I:** 4:30-6:00 p.m. (bring Student Teaching Handbook) –
provide a hard copy of your teaching schedule + school addresses, phone #, directions, etc
suggest 2-3 times for observations beginning January 16

Mon Feb 6  
Student teaching seminar 4:30pm, room 2
**Due:** Mid-term evaluation form for Session I

Fri., March 2  
Session I completed
**Due:** Final evaluation form for Session I
 evidence of bulletin board (if elementary term)
Videotape of teaching + self-evaluation from Session I
Unit due; Checklist I

Mon., March 5  
Session II commences
Student teaching seminar 4:30pm, room 2
Bring 10 minute video recordings w/self-evaluation

Mon, April 2  
Student teaching seminar 4:30pm, room 2

April 4  **Due:** Mid-term evaluation form for Session II

Mon, April 23  
Student teaching seminar 4:30pm, room 2
Bring 10 minute video recordings w/self-evaluation

Wednesday, May 2  
Session II completed
**Due:** Final evaluation form for Session II
 evidence of bulletin board (if elementary term)
Videotape of teaching + self-evaluation from Session II
Unit due; Checklist II

Evaluation:
Failure to meet any of the requirements and/or guidelines listed on the first page will be reflected in the grade earned, which includes attendance at required seminars. An appropriate grade regarding your effort, progress, and success in student teaching will be determined cooperatively between the Supervisor and the Cooperating Teacher. Please review the description of what constitutes an “A” “B” and “C” grade in your Student Teaching Handbook.

Observations:
- you will be observed approximately 3 times/8-week session
What to do for the Supervisor’s Observation:

- **have all materials ready for review** (before the supervisor comes) including:
  - daily journal/log
  - all daily lesson plans organized in a notebook (yours and the teacher’s)
  - all feedback forms/notes from coop teacher
  - copy of lesson plan taught when observation occurs (and music)

**Lesson Plans**
- may use the plan from 366, in the Student Teaching Handbook, or one utilized by the cooperating teacher
- plans are to be done **BEFORE** teaching and must include an assessment (specifics of what was accomplished and what needs to be done the next time)
- **coordinate with the cooperating teacher as to when he/she wants to review the plans**
  (24 hours in advance, the morning of the lesson, etc.)
- keep all plans organized for each class taught/observed
  - keep organized by the class/ensemble (4th Grade, 7th Band, 9th Chorus, etc.)
  - keep a continuous record for each class/ensemble whether you are observing or teaching – include all of your lesson plans and an account of what happens when the cooperating teacher teaches)

**Unit or 5-Linked Lessons**
- one due for **each** 8-week session and should include:
  - unit overview
  - general objectives
  - 5 sequenced lesson plans
  - copies of all materials necessary to teach the lessons
  - evaluation plans/results
  - bibliography (minimum of 3 sources)

**Videotaping**
- videotape required for each 8-week session
  - arrange for the use of videotaping equipment in cooperation with the cooperating teacher
  - check school requirements for videotaping permission
- **suggestions**
  - videotape several classes for your own review
  - videotape all performances for your own record
  - evaluate each teaching tape on the form in the Student Teaching Handbook

**Bulletin Board**
- required during the K-6 term (to be completed by the mid-term review)
- take photograph for your own record
- photograph or provide the actual bulletin board for supervisor’s review

**Portfolio – 12 ISU Teaching Standards**
- paragraph reflection on each standard (update from 466)
- Synthesis of Evidence Document