



## CENTRAL WASHINGTON UNIVERSITY

### EFC 480: Student Teaching

#### Course Summary:

Student Teaching is the capstone experience for CWU's professional preparation program. This final clinical experience provides teaching candidates the opportunity to practice teaching and demonstrate their professional skills as facilitators of learning of diverse students. A professional university supervisor (field supervisor) and an experienced schoolteacher (mentor teacher) form the professional team that supervises and guides the candidate. Detailed course description and expectations can be found in the EFC 480 Student Teaching Handbook. Potential schools and/or mentor teachers may require an interview before they commit to mentoring the student. Interviews will be arranged by the Field Placement Coordinator. Schools may also request specific student teachers via the Student Teacher Request Form.

#### Compensation and Eligibility:

One mentor teacher for each student teacher will receive a **\$300 stipend plus 30 clock hours** for mentoring a student teacher. That mentor must have at least 3 years of certificated teaching experience, preferably in the same endorsement area as the student teacher is pursuing (WAC 181-78A-236). If two teachers co-mentor the candidate, only one will be designated the primary mentor teacher and sent the \$300.00 stipend. However, both the primary mentor and the secondary mentor will receive 30 clock hours.

#### Mentor Teacher Expectations:

- Allow the student teacher to observe, assist, plan, instruct, and analyze teaching techniques and methods based on the provided week-by-week plan. The candidate must also teach full-time for a minimum of 4 weeks.
- Engage the candidate in progressively more responsible teaching experiences as appropriate skills and proficiencies are demonstrated. The candidate must assume the role of full-time teacher for a minimum of 4 weeks.
- Systematically observe and monitor the candidate and carefully critique each lesson taught during Stages I and II, and periodically thereafter. See EFC 480 Student Teaching Handbook provided during the orientation meeting with the field supervisor for more details.
- Attend a minimum of three 3-way conferences with the candidate, mentor, and field supervisor: orientation meeting, midterm evaluation conference, and final evaluation conference.
- Complete the Teacher Candidate Attributes Scale at least twice during the field experience, one near the midterm, and once near the end. The mentor teacher will send a copy to the university supervisor for their review and grading determination. The university supervisor and mentor teacher will then share the assessment results with the candidate at the midterm and final evaluation conferences.
- Collaborate with the university field supervisor if there are any concerns about the performance of the candidate.
- The district shall provide students with access to information and facilities that will further their education.

## University Field Supervisor Expectations:

- Meet regularly with the student teacher to provide support, feedback, and guidance.
- Conduct observations and evaluations of the student teacher's performance.
- Orient mentor teachers; serve as a liaison between the university and the partner school.
- Arrange and conduct biweekly student teaching seminars with their cohort of student teachers to set expectations for field experience students, strengthen their skills and strategies, and to reflect upon the student teaching experience with other candidates. The university supervisor will inform the candidate of the date and location of their seminars.
- Schedule three 3-way conferences with mentor, candidate, and field supervisor: orientation meeting, midterm evaluation conference, and final evaluation conference.
- Collaborate with the mentor teacher if there are any concerns about the performance of the candidate.

## CWU Student Teacher Expectations:

- Attend the field placement each day throughout the quarter, at least during the mentor teacher's contracted hours (which is usually 30 mins before and after school). Planned absences must be approved by both the mentor and university supervisor in advance. Any absences in excess of two whether planned or to illness/emergency must be made up per the Attendance and Absence Policy detailed in the EFC 480 Handbook.
- Understand and follow school district policies pertaining to teaching responsibilities (discipline, safety procedures, first aid procedures, use of school equipment, copying, etc.).
- Take on progressively more teaching responsibilities throughout the quarter. Candidates assume the role of full-time teacher for a minimum of 4 weeks.
- Maintain open communication with the mentor teacher and field supervisor.
- Act in a mature, responsible, and professional manner reflecting high professional standards.
- Provide plans to the field supervisor and mentor teacher at least 48 hours before observing or teaching lessons.
- Check CWU email every weekday.
- WSP/FBI Fingerprint Clearance must be on file with OSPI and must be valid through the end of the EFC 330 quarter. [Central Washington University | Fingerprinting \(cwu.edu\)](http://cwu.edu)
- Purchase \$1M liability insurance through CWU, effective for the duration of EFC 480. Central Washington [Central Washington University | Liability Insurance \(cwu.edu\)](http://cwu.edu)
- Complete a log of their time in student teaching demonstrating that they have completed the minimum hours requirement on the online CWU Field Experience Log. Directions can be found on the CWU Office of Field Experiences website at [Central Washington University | Log your Field Experience Hours \(cwu.edu\)](http://cwu.edu).
- Candidates are required to attend the Student Teaching Orientation and all other seminars led by the university supervisor, and a minimum of three 3-Way Conferences with the candidate, mentor teacher, and university supervisor. The university supervisor will inform the candidate of the date and location of the seminars and will arrange the conferences at a time amenable to all three.
- Upon completion of the course, the student is awarded a grade of either Satisfactory (S) or Unsatisfactory (U) based on attendance at the field experience and seminars, and achievement of the course competencies as detailed in course assessments. Further details can be found in the EFC 480 Handbook.

Partner school personnel should communicate immediately with the University Field Supervisor if concerns arise. If they are not resolved, please contact the director of the Office of Field Experiences for assistance ([Placements@cwu.edu](mailto:Placements@cwu.edu)).