

XAVIER UNIVERSITY

Multi-Age and AYA

COOPERATING TEACHER AGREEMENT (School Placement and Teacher Credentials)

I agree to assist and accept _____ for the period of _____ semester from _____ to _____ in my classroom _____ (grade & subject).

Required school times are _____ A.M. to _____ P.M.

Seminar Instructor: Ms. Jeanine Flick email: flickjm@xavier.edu

Supervisor _____ contact: _____

Semester _____ Check: EDMS 470 or EDMS 471

Student phone: (cell) _____ (other phone) _____

Student email: (Xavier) _____ (other e-mail) _____

I agree to:

1. be available to supervise and guide the student
2. conference with the student teacher as often as necessary relative to proficiency in the classroom including: planning, implementation and other teaching/learning responsibilities
3. permit the student teacher to teach daily & approve lesson plan prior to teaching
4. allow the student teacher to teach the equivalent of at least 5 periods each day, after a period of time agree upon
5. read the edTPA PowerPoint for Cooperating Teachers
5. assist student in getting permission to video record lessons for observation and edTPA
6. meet with the student teacher & XU Supervisor for periodic review and evaluation
7. complete and submit two Cooperative Teaching Assessments at Midterm and Final (you can find the forms at: <https://www.xavier.edu/education/forms>)

<p><i>Cooperating Teacher's Personal Information</i> <i>Please provide your email address in the blocks below.</i></p> <p>_____</p> <p>School Name and name of district _____</p> <p>_____</p> <p>School Street Address _____</p> <p>School Principal (Prefix) _____</p> <p>Your teaching license expiration date: _____</p> <p>Your degree: _____</p> <p>Years of Experience: _____</p>	<p><i>Co-op Teacher Name</i> _____</p> <p>_____ (____) _____</p> <p>teacher email address _____ teacher preferred phone (h, school, c) _____</p> <p>_____</p> <p>City _____ state _____ Zip code _____</p> <p>Principal Contact _____</p>
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I understand that the student teacher may occasionally teach when the cooperating teacher is briefly out of the classroom, but under no circumstances is the student teacher allowed to serve as a substitute teacher in the classroom or in school-sponsored non-teaching activities (i.e. playground, cafeteria, recess and like duties).

CT Signature _____ Principal Signature to Confirm the Placement (sign below)

Date _____