

Date: August 25, 2008  
To: Cooperating Teachers  
From: Randy Smith, Section Leader  
Re: Getting started

Thank you for agreeing to work with our SIUE future teacher. The plan is that our SIUE student will be a part time observer-participant during Fall Semester 2008 and a full time student teacher with you next Spring Semester 2009. Student teaching is contingent upon a successful experience during this Fall 2008 semester.

An initial question arises: what should the observer-participant be doing during this observation semester? In general, the more active our student can be, the better. The following are some suggestions; I leave it to your professional judgment as to what will work best for you.

- OBSERVE all aspects of the teaching learning process
- TUTOR students as needed, consistent with your curriculum
- WORK WITH SMALL GROUPS if that is appropriate for your classroom
- TEAM TEACH with you as opportunities arise
- CORRECT PAPERS to the extent that will be helpful to you
- VISIT other classrooms in your department to observe different teaching styles
- ASSIST with everyday classroom chores and tasks
- TEACH SELECTED LESSONS under your supervision

Your observer-participant has the basic schedule to share with you. Please note that during this Fall Semester 2008, our students follow the SIUE schedule for holidays and Fall (Thanksgiving) Break. During Spring Semester 2009, the student teaching period begins Tuesday, January 12 and ends Thursday, May 7th. Between those dates, student teachers follow the schedule of your school. As will be explained when the time draws near, our expectation is that student teachers will gradually assume classroom responsibilities in January and early February, and operate much as a full time teacher in March and April.

During this Fall 2008 observation semester, on Tuesdays the format will vary, with some seminars and meetings on campus. Thursdays should have more continuity throughout the semester. Hopefully, some of the scheduled dates in October and November will be good times for the student to teach some lessons in preparation for student teaching.

As section leader, I will stop by your room in September or early October to make sure things are going smoothly and to answer any questions you might have. Feel free to call or e-mail me as needed: SIUE office 650-3434; Cell 604-7875; e-mail resmith @ siue.edu.

Again, thanks for your participation. I hope 2008-2009 will be a prosperous and productive year.