

SCHOOL PRINCIPAL RESPONSIBILITIES

- Select experienced, successful members of the faculty to serve as cooperating teachers.
- Maintain a school environment in which faculty, staff, and students are accepting of teacher candidates and supportive of the university's student teaching program.
- Help the teacher candidate become familiar with the school's philosophy.
- Invite the teacher candidate to attend faculty meetings and professional in--- service meetings.
- Encourage the teacher candidate to take part in the school's extracurricular activities and events.
- Ensure that the teacher candidate will not be utilized as a substitute teacher. It is unlawful for a student teacher to substitute in the absence of a cooperating teacher or certified substitute teacher.
- Acquaint the teacher candidate with special services the school and district provide to students and community.
- Help the teacher candidate gain an awareness of the values and expectations of the community.
- Confer regularly with the cooperating teacher on the performance of the teacher candidate.
- Confer with the university supervisor and/or the Director of Field Experiences when serious problems arise concerning the teacher candidate.
- Terminate the placement at any time if the teacher candidate is judged harmful or detrimental to the welfare or educational experiences of students and/or faculty.

In addition, the principal may choose to:

- Occasionally observe the teacher candidate and provide feedback to the teacher candidate.
- Occasionally confer with the teacher candidate about classroom performance.
- Provide the teacher candidate with a mock job interview.
- Serve as a reference for the candidate.