

## Secondary Education

### Spring 2017 Student Teaching and TK20 Schedule

#### Unit-wide Student Teaching Field Placement Attendance Requirements (Approved 5/2012)

##### Early Childhood, Special Education, Elementary Education, Secondary, K-12

- Meets state certification requirements for time in the classroom.
- A student teacher must complete a minimum of 66 days for a semester placement, and 33 days for a quarter placement.
- Students are expected to attend student teaching every day of their field placement unless their placement school is not in session due to weather or other cancellation.
- Students follow the placement school calendar and teacher contract hours. The start and end dates of student teaching are set by Keene State College and except for secondary education programs, are 'book-ended' by on-campus seminar sessions.
- All absences must be reported to the supervisor (college or site supervisor) and the cooperating teacher prior to the absence. The supervisor (college or site supervisor) is responsible for maintaining attendance records.
- If a student teacher's attendance drops below the 66/33 day expectation, the supervisor, with input from the cooperating teacher and the seminar instructor, will determine the number of days that must be made up, based upon the student's demonstration of competencies and will communicate the number of days to the Field Experience Coordinator in the Educator Preparation Office.
- Make-up days may be added to the end of the placement if the supervisor deems it necessary to ensure a student's demonstration of competencies. Student teachers should direct questions regarding absences/make-up days to their supervisor (college or site supervisor).
- Non-compliance with this policy could result in the removal from a placement.

Monday, December 12, 2016	Student Teaching Seminar I – 8:00 a.m. to 12:30 p.m.
Monday, January 9th	Middle School Science Student Teachers begin placements
Tuesday, January 17th	All other Secondary - Student Teaching Begins
Early February	TK20 Username/Password sent/ TK20 Binder sent to Cooperating Professionals
Friday, February 17	Student Teaching Seminar II – 8:00-3:30 on campus
Monday, May 1st	Student Teaching Seminar III and I (for students teaching in the Fall) - 8:00-3:30 on campus
Wednesday, May 3rd	Student Teaching Ends
Friday, May 12th	Cooperating Professional TK20 Evaluations Due

Cooperating Teacher stipends will be issued following required Tk20 evaluation submissions, if submitted no later than May 12, 2017.