

**KSC STUDENT TEACHING  
FINAL EVALUATION NARRATIVE**

In addition to the Evaluation Form, cooperative teachers and site supervisors must prepare an evaluation narrative using the following guidelines. The statement should be printed on school stationery and signed and dated at the bottom. Prior to the completion of the assignment, the student teacher should have the opportunity to read and discuss the evaluation with you. All completed evaluation forms must be forwarded to the college at the conclusion of the student teaching experience.

**GUIDELINES FOR THE EVALUATION NARRATIVE**

**PARAGRAPH 1:** Describe the nature of the student teacher's experience and responsibilities, including:

- Grade/age level and/or subjects taught
- Type of school setting – multi-age, graded, open, etc.
- Type of geographical area, i.e., rural, suburban, urban
- Building, class enrollment(s), population served
- Amount of responsibility the student had, such as the number of classes taught, units created and taught, teaching and non-teaching activities performed, involvement with families, etc.

**PARAGRAPH 2:** Identify and describe outstanding personal and/or teaching qualities, such as: rapport with students, rapport with staff, general knowledge, knowledge of subject matter, planning and organizational skills, teaching methods, use of instructional materials, classroom management, discipline strategies and techniques, reliability, and sense of humor.

**PARAGRAPH 3:** Identify and describe outstanding teaching performance areas in which improvement and growth have been demonstrated.

**PARAGRAPH 4:** Identify specific teaching areas in need of continued development and/or improvement.

**PARAGRAPH 5:** Conclude with your overall recommendations.

Signature (Cooperating Teacher): \_\_\_\_\_ Date: \_\_\_\_\_

Signature (Student Teacher): \_\_\_\_\_ Date: \_\_\_\_\_