

Keene State College
Music Student Teaching Calendar

Unit-wide Student Teaching Attendance Requirements, All Programs

- 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 clinical 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. Students must attend all on-campus seminar sessions as indicated in the program specific calendar.
- All absences must be reported to the supervising faculty member, the cooperating teacher and the site supervisor (if applicable) prior to the absence. The clinical supervisor (faculty or site supervisor) is responsible for maintaining attendance records.
- If a student teacher's attendance drops below the 66/33 day expectation, the supervising faculty member with input from the cooperating teacher and site supervisor if applicable, 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 Educator Preparation Office. The EPO will document an adjusted calendar when needed.
- Make-up days may be added to the end of the placement if it is deemed necessary to ensure a student's demonstration of competencies. Student teachers should direct questions regarding absences/make-up days to their supervising faculty member.
- Non-compliance with this policy could result in the removal from the placement.

CALENDAR:

Friday, January 9, 2026

Professional Development Seminar #1

8:00am-11:00am

KSC, Rhodes Hall, Rm. S153

Focus: Positive classroom management

Roles and responsibilities in the field

Professional development framework

Certification procedures and Praxis II

TCAP

Music Student Teaching Handbook

Policies and Procedures

Professional Identity-portfolio preparation

DUE: All forms for Student Teaching should be complete

Monday, January 12, 2026

Student Teaching begins

Mid-January

TK20 Username/Password sent/ Tk20 Binder sent to
Cooperating Professionals

Sunday, January 18, 2026

DUE: TCAP Strand 1

Sunday, February 1, 2026

DUE: TCAP Strand 2

<u>Sunday, February 8, 2026</u>	Mid-semester self-evaluations due DUE: Clinical Experience Evaluation (student teachers submit to Canvas and cooperating teachers send via email) DUE: Dispositions Evaluation (student teachers submit to Canvas and cooperating teachers send via email)
<u>Sunday, February 8, 2026</u>	DUE: TCAP Strand 3
<u>Sunday, February 22, 2026</u>	DUE: TCAP Strand 4
<u>Sunday, March 1, 2026</u>	DUE: TCAP Strand 5
<u>Friday, March 5, 2025</u>	Professional Development Seminar #2 5:00-6:00 p.m. (ONLINE Zoom) https://keene.zoom.us/j/4190158379 Focus: Reflection Relationships with Cooperating Teachers Collaborating with Colleagues Teacher Administrative Organization
<u>Friday, March 6, 2026</u>	Placement #1 ends
<u>Sunday, March 8, 2026</u>	Student Teacher Final Self-Evaluation Cooperating Teacher's Summative Evaluation Cooperating Teacher's Disposition Evaluation Cooperating Teacher's Tk20 Evaluations
<u>Monday, March 9, 2026</u>	Placement #2 begins
<u>TBA</u>	Cooperating Professional Tk20 Evaluations due for Quarter 3 placements
<u>Sunday, March 15, 2026</u>	DUE: TCAP Strand 1
<u>Sunday, March 29, 2026</u>	DUE: TCAP Strand 2
<u>Sunday, April 12, 2026</u>	DUE: TCAP Strand 3 Self-evaluations due DUE: Clinical Experience Evaluation (student teachers submit to Canvas and cooperating teachers send via email) DUE: Dispositions Evaluation (student teachers submit to Canvas and cooperating teachers send via email)
<u>Friday, April 17, 2026</u>	Professional Development Seminar #3 8:00 a.m. - 5:00 p.m. NHMEA Spring In-Service Conference Concord, NH
<u>Sunday, April 19, 2026</u>	DUE: TCAP Strand 4
<u>Friday, April 24, 2026</u>	Student Teaching ends

Sunday, April 26, 2026

DUE: TCAP Strand 5

Sunday, April 26, 2026

Student Teacher Final Self-Evaluation (submitted to Canvas)
Cooperating Teacher's Summative Evaluation (submitted to Tk20)
Cooperating Teacher's Disposition Evaluation (submitted to Tk20)
Cooperating Teacher's Tk20 Evaluations (submitted to Tk20)

Tuesday, April 28, 2026

Professional Development Seminar #4
3:30-4:00 p.m. (ONLINE Zoom)
<https://keene.zoom.us/j/4190158379>
DUE: Electronic portfolios

Monday, May 4, 2026

Professional Development Seminar #5
10:30 a.m. – 1:00 p.m.
KSC, Rhodes Hall, Rm. S153
Focus: Reflections on student teaching
Certification Update
Course Evaluations and Improvement
The Job Search: Interviewing
DUE: Revised E-portfolio
Cooperating Teacher & College Supervisor Evaluations

May 5-8, 2025

Make up time – if needed

TBA

Cooperating Professional Tk20 Evaluations due for Quarter 4
placements

Tk20 evaluations must be submitted prior to the final evaluation conference.

Cooperating Teacher stipends will be issued following required Tk20 evaluation submissions, if submitted no later than May 15, 2026.