



Gevirtz Graduate School of Education

**COOPERATING TEACHER DOCUMENTATION
OF
PRE-PROFESSIONAL EXPERIENCE**

Pre-professional's Name _____

Cooperating Teacher's Name _____

Subject _____ Grade level _____

School _____ School District _____

Telephone Number for verification _____

The purpose of the Pre-professional Education Program is to give individuals considering teaching as a profession experience in a classroom under the supervision of a credentialed teacher. This experience provides an opportunity for the student to learn first-hand about the duties and responsibilities of classroom teachers.

Thank you for your participation in this program. Please indicate the experiences that your Pre-professional had in your classroom, and comment on their participation and abilities. **(You may also write a letter of recommendation instead of using this documentation form.)** We sincerely appreciate your help in identifying Pre-professionals with outstanding potential for teaching. This evaluation is based on the California Standards for the Teaching Profession. Pre-professionals should be involved in as many experiences as possible.

Please check off all appropriate entries for the Pre-professional. Lack of "check off" means that the Pre-professional did not have experience in that area. **Please make comments**, if at all possible, on the Pre-professional's progress for each of these Standards for the Teaching Profession.

Again, thank you for your support of these prospective members of the teaching profession.

Cooperating Teacher's Documentation of Pre-professional Experience

Standard I: Engaging and supporting All Students in Learning

- | | |
|--|--|
| <input type="checkbox"/> Helped students with written work. | <input type="checkbox"/> Used questions to facilitate student learning. |
| <input type="checkbox"/> Motivated students to engage in learning activities. | <input type="checkbox"/> Worked with a group. |
| <input type="checkbox"/> Facilitated student use of materials as resources. | <input type="checkbox"/> Worked with students with different linguistic and/or cultural backgrounds. |
| <input type="checkbox"/> Taught or assisted in teaching a lesson on diversity using oral, visual and other demonstration techniques. | <input type="checkbox"/> Selected and led an activity that incorporates self-concept and sharing within a group. |

Standard I. Comments: (Cooperating Teacher's comments on Pre-professional's level of involvement and ability in each Standard).

Standard II. Creating and Maintaining Effective Environments for Student Learning.

- | | |
|--|--|
| <input type="checkbox"/> Modeled and enforced standards of behavior in the classroom. | <input type="checkbox"/> Supported established classroom procedures and routines. |
| <input type="checkbox"/> Explained expectations for student behavior. | <input type="checkbox"/> Encouraged students to take risks and be creative. |
| <input type="checkbox"/> Modeled and promoted fairness, equity respect in the classroom. | <input type="checkbox"/> Had conversations with individual students and/or small groups. |
| <input type="checkbox"/> Displayed student work at your request and with guidance. | <input type="checkbox"/> Used signals established by the teacher. |

Standard II. Comments:

Standard III. Understanding and Organizing Subject Matter Knowledge for Student Learning.

- | | |
|--|--|
| <input type="checkbox"/> Answered student questions | <input type="checkbox"/> Planned and taught a lesson |
| <input type="checkbox"/> Attended an inservice or training session. | <input type="checkbox"/> Researched and gathered professional literature on a topic of the cooperating teacher's choice to help in a lesson. |
| <input type="checkbox"/> Attended a departmental or grade level meeting. | <input type="checkbox"/> Led a group activity associated with a lesson. |

Standard III. Comments:

Pre-professional's Name _____

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Standard IV. Planning Instruction and Designing Learning Experiences for All Students.

- Planned and taught a lesson based on student interests including at least two different learning styles.
- Encouraged functional literacy through reading with or to students.
- Used instructional resources to teach content to all students. (EX: video, games, simulation, graphic organizer, etc.)
- Used manipulatives, primary sources, or models to demonstrate content or skills.
- Planned or assisted with Learning Centers or Bulletin Boards in the classroom to teach skills or content to all students.
- Assisted special needs or bilingual students with lesson activities.
- Addressed multiple learning styles.

Standard IV. Comments:

Standard V. Assessing Student Learning

- Graded Papers.
- Created or used a rubric to grade papers.
- Experienced using an assessment tool (i.e. running record, test, etc.).
- Helped students or parents understand the results of an assessment.
- Recognized growth in a student's skills or knowledge.
- Recorded grades in a spreadsheet, gradebook, or webpage.

Standard V. Comments:

Standard VI. Developing as a Professional Educator

- Maintained a professional attitude and good relationships with students, parents, faculty, and staff.
- Showed initiative in bringing in resources and making connections to the community.
- Showed sensitivity to racial, cultural, linguistic and socioeconomic differences.
- Attended department, school and/or district meetings.
- Discussed future plans for teaching profession.

Standard VI. Comments:

Pre-professional's Name _____

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Standard IVA. Used Technology to Enhance Learning in the Classroom.

(If technology is not available for this class, this standard is optional.)

- Used computers to manage records and to analyze data.
- Located information and/or conducted research via the Internet/WWW for classroom use.
- Operated a variety of common media display devices.
- Used technology in accordance with accepted moral, ethical, and legal practice. Followed school procedures for the use of media.
- Used multimedia presentations using such tools as Powerpoint or Hyperstudio to enhance instruction.
- Helped students use a computer or software.
- Used video or digital cameras to support instruction.

Standard IVA. Comments:

Please tell us any other comments or concerns that you might have about the Pre-professional student or the Pre-professional Education Program.

Signature of the Cooperating Teacher _____

Signature of Pre-professional _____

Return to student or mail to:
Judy Headley
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University of California
Santa Barbara, CA 93106-9490

For questions call or email: 805 893-3976 or jheadley@education.ucsb.edu