

STUDENT TEACHER NOTEBOOK

Develop a notebook containing a collection of materials that will serve as documentation of experiences and activities provided for student learners by you, the classroom teacher. Use this page as the Table of Contents. Place items in the order below and separate with tabs. You may be able to duplicate some of the evidence below for your portfolio.

Table of Required Activities for Student Teachers	Student Teacher	University Supervisor
Cooperating Teacher Checklists for Walk-Through Observation		
Reflections for observations by cooperating teacher		
Student teacher's classroom and discipline policies		
State Curriculum Standards for each placement (You may need a separate notebook for these.)		
Three (3) observation reports per placement of cooperating teacher (Observation Checklists for Student Teachers plus written narratives)		
Three (3) observation reports per placement of teachers other than the cooperating teacher (Observation Checklists plus written narratives)		
Summaries of conferences with parents and administrators		
Summaries of professional development activities		
Unit Plan (1)		
Daily lesson plans (minimum of 12) with personal reflection (Reflecting Information Form for each lesson evaluated by University Supervisor)		
Interviews: (3 per placement) *Choose 6 from the following personnel: Principal, School Nurse, Guidance Counselor, Secretary, Assistant Principal, Librarian, Special Education Teacher, Custodian		