

Binder Contents Checklist

Teacher Candidate

- Clinical Practice Log (*completed by all Teacher Candidates*)
- Weekly Progress and Reflection Reports - Tradition Candidates Only (*completed by the Cooperating Teacher*)
 - Include Weekly Co-Teaching Charts (*completed by the Cooperating Teacher and Teacher Candidate*)
- Daily Lesson Plans (*completed by all Teacher Candidates*)
 - Include a Co-Teaching Instructional Planning Sheet for each co-taught lesson (Traditional Candidates Only)
 - (Submitted Bi-Weekly to Taskstream)
- Progress on Competency Content Area Rubrics (Multiple/Single) or SPED Competency Rubric (SPED) (*completed by the University Supervisor*)
- Formal Assessments** (Survey assessments will be emailed to University Supervisors and Cooperating Teachers through Taskstream)
 - A. Pre-Assessment
 - Pre-Assessment survey (*completed by the Cooperating Teacher*)
 - B. Midterm Assessment
 - Midterm Assessment survey (*completed by the Cooperating Teacher*)
 - (*Traditional Candidates Only*)
 - Midterm assessment survey (*compelled by the University Supervisor*)
 - C. Final Assessment
 - Final Assessment surveys (*completed by the Cooperating Teacher*)
 - (*Traditional Candidates Only*)
 - Final assessment survey (*completed by the University Supervisor*)
- Formative Observation Summaries**
 - A. Formative Assessment #1
 - Lesson plan (*completed by the Teacher Candidate*)
 - Formative Assessment Summary form (*completed by the University Supervisor*)
 - Analysis & reflection conference guide (*completed by the Teacher Candidate*)
 - B. Formative Assessment #2
 - Lesson plan (*completed by the Teacher Candidate*)
 - Formative Assessment Summary form (*completed by the University Supervisor*)
 - Analysis & reflection conference guide (*completed by the Teacher Candidate*)
 - C. Formative Assessment #3
 - Lesson plan (*completed by the Teacher Candidate*)
 - Formative Assessment Summary form (*completed by the University Supervisor*)

- Analysis & reflection conference guide (*completed by the Teacher Candidate*)
- D. Formative Assessment #4
 - Lesson plan (*completed by the Teacher Candidate*)
 - Formative Assessment Summary form (*completed by the University Supervisor*)
 - Analysis & reflection conference guide (*completed by the Teacher Candidate*)

**Submit these documents to your University Supervisor via Taskstream at the end of each phase*