



California State Polytechnic University, Pomona
 Multiple Subject/Single Subject/Education Specialist
Cooperating Teacher Orientation Verification

In our ongoing effort to orient selected K-12 Cooperating Teachers for the important role of working with the Cal Poly Pomona Teacher Candidates, an individual or small-group orientation at the school site will be conducted by the University Supervisor. Since Cooperating Teachers' experience working with Teacher Candidates varies, the orientation aims to address the specific needs of each Cooperating Teacher. Orientation, at a minimum includes, but is not limited to, a review of the following:

- Introduction of the University Supervisor to the K-12 Cooperating Teacher
- Role of the University Supervisor.
- Role of the on-site K-12 Cooperating Teacher
- Role of the Teacher Candidate
- Review Clinical Practice Model (pre-observation planning, observation, post-collaborative conversation)
- Provide and review approved Cal Poly Lesson Plan Template (2)
- Complete 2 formal observations-one between weeks 6-8 and one between weeks 9-10 using Clinical Practice tools
- Review Sample Curricular Timeline for Clinical Practice
- Exchange contact information (i.e. phone numbers, e-mail, business cards)
- Respond to questions and concerns

The following signatures verify that (1) the Cooperating Teacher received the Program Handbook, and (2) a Clinical Practice Orientation occurred on the date and location below for this Cooperating Teacher:

Cooperating Teacher: _____

School Site: _____ District: _____

Subject: _____ Phone: _____

E-mail Address: _____

Signature: _____ Date: _____

University Supervisor _____

E-mail Address: _____ Phone: _____

Signature: _____ Date: _____

Name of Teacher Candidate: _____

Quarter: _____