

Chadron State College Teacher Intern Placement Form

Date: October 22, 2024

To: **SAMPLE STUDENT**

From: David Perkins, Director of Field Experiences

RE: Teacher Intern Placement

Your teacher internship placement information is as follows:

<u>experience</u>	<u>school/principal</u>	<u>grade</u>	<u>cooperating teacher</u>
1 st <u>Dates:</u> School start to February 28 9 weeks	St. Paul's Lutheran School Principal 312 West 3 rd Street Ogallala, NE 69153 (308)284-2944	Grades 4-5	Cooperating teacher #1 email address
2 nd <u>Dates:</u> March 3 to May 2 9 weeks	St. Paul's Lutheran School Principal #2 312 West 3 rd Street Ogallala, NE 69153 (308)284-2944	Grades K-1	Cooperating teacher #1 email address

NOTE-IMPORTANT: The dates on this form are just a guideline. You will start when the school starts, BUT your first placement will end on February 28, and your second placement will start on March 3 and go through May 2.

You will report to the building principal's office at 8:00 a.m. on your first visitation date. During this visit, you will discuss the following topics:

- school policies, school procedures, expectations of teacher interns and other topics that you or the principal feel are appropriate

After meeting with the principal, you will need to meet with your cooperating teachers and become acquainted with them and the class routine. During this visit, you need to discuss the following:

- classroom policies and procedures
- general characteristics of students in the school
- expectations of student teachers
- expectations of students
- classroom schedule
- teaching philosophy
- other appropriate topics

You need to meet and get acquainted with all of your cooperating teachers during this first visit if possible. You will possibly have a second opportunity to get better acquainted with them later.