

***Clinical Teacher  
Overview***

***Bilingual Education  
Clinical Phase***

- Spring 2024 Clinical Teachers (CT) must report to your campus by **Thursday, January 4, 2024**. However, we recommend the CTs attend one day of staff development and report on Wednesday, January 3.
- Get a space ready for them to put their 'stuff'
- Let your students know there will be a guest teacher!
- Look forward to creating the best Aggie teacher!
- Plan to attend the Clinical Teacher Orientation session on **Thursday, January 11 @ 4:00 pm** (via Zoom).



# ***First Days:***

- You will need to log 70 days as per TEA. We recommend that you attend one staff development day before the semester starts.
- The first few days are set up for observation purposes. You will be taking notes and getting to understand and know the teacher, students, and schedule.
- Make sure to introduce yourself to your teacher, principal, and other staff as you encounter them.

# ***Your Cooperating Teacher will be demonstrating***

–

- Methods
- Resources
- Monitoring of time
- Daily and weekly plans
- Behavior management
- Planning procedures
- Attendance
- Lunch procedures
- Restroom procedures
- Schedules
- Grading procedures
- Emergency procedures!

# ***During the semester***

Cooperating teacher will

- provide verbal feedback daily
- provide written feedback in the Student Daily Journal weekly
- approve time log weekly.

University Field supervisor will schedule -

- 4 formal observations
- pre-conferences
- post-conferences



# *Semester at a glance:*

WEEK	RESPONSIBILITIES
0	<b>Orientation with University Supervisor</b> <b>Upload/Submit required forms</b>
1	<b>Observe, assist, team-teach</b> The majority of time is focused on learning classroom routines and observing students and cooperating teacher. Team teaching is appropriate.
2	<b>Co-plan and teach 1-2 classes/subjects</b> Preplan with the cooperating teacher. Write detailed lesson plans based on preplanning sessions. Observe the cooperating teacher model how to teach lesson/s that were discussed. Note any needed adjustments to the prepared lesson plans before independently teaching the lesson/s to other class periods. <b>Seminar with University Supervisor</b>
3	<b>Independently plan and teach 2-3 classes/subjects</b> <b>Formal Observation 1</b>
4	<b>Independently plan and teach 3-4 classes /subjects</b> <b>CANVAS 1 Discussion</b>
5-7	<b>Full Responsibility</b> Choose 10 consecutive days during these weeks for full responsibility. <b>Formal Observation 2</b> <b>MID-POINT CONFERENCES DURING WEEKS 6/7</b> <b>CANVAS 2 Discussion</b> Option following 1st Full Responsibility: Second Environment
8-10	<b>Plan and teach 2-3 classes</b> Rotate subjects/periods to prepare for the second full responsibility. <b>Formal Observation 3</b> <b>Seminar with University Supervisor</b> <b>Note:</b> Second Environment remains an option.
11-14	<b>Second Full Responsibility</b> Choose 10 consecutive days during these weeks for full responsibility. <b>Career Fair</b> <b>Formal Observation 4</b> <b>FINAL CONFERENCES DURING WEEKS 13/14</b> <b>CANVAS 3 Discussion</b> <b>Seminar with University Supervisor</b> The last week may also be used as a 'transition' week. <b>Attendance Log</b> – upload signed copy after last day in field

We look forward to  
meeting with you on  
Thursday, January 11 @  
4:00 pm (via Zoom)

**Thank you!**

Elizabeth Orozco  
Bilingual Field Supervisor

Cindy Guerrero  
Mentor Teacher

Sandra Acosta  
Bilingual Education  
Undergraduate Coordinator