

SAU 39

Student Teacher – Goals and Expectations

Amherst School District (PreK-8) and Mont Vernon School District (K-6)

SAU 39 recognizes its responsibility for providing mentorship opportunities for individuals entering the teaching and education profession. Graduate and undergraduate students gain practical experience in both content and pedagogy through their daily interactions in our interdisciplinary and inclusionary learning environments. All requests for student teaching experiences at the elementary and middle levels will be reviewed for consideration.

Goals:

- To ensure college students are able to gain exposure to and observe their selected content area in an educational setting.
- To meet and qualify the college students who apply to complete their student teacher requirements in the Amherst and/or Mont Vernon School Districts.
- To provide the student with the opportunity to tour and observe the school, meet with administration and related professionals, gain a sense of the school culture and environment and address any questions or concerns about the profession.
- To ensure that completing a student teaching experience at the Mont Vernon Village School, Clark-Wilkins Elementary School or Amherst Middle School would be a good match and fit for all.
- To value the importance of having the two-way conversation regarding teaching expectations and the role that teachers have in the student learning outcomes of that day and the school year.

Expectations & Responsibilities

The University will:

- Specify requirements and expectations for the student teacher, cooperating teacher and building administrator. Qualify the student has met the requirements prior to the application.

School Leadership will:

- Provide an opportunity for the student teacher to experience the school environment during school time and meet with administration and cooperating teachers.
- Provide matched opportunities for student teachers to work with approved cooperating teachers and provide regular feedback – both written and orally.
- Involve the student teacher in appropriate professional development opportunities offered by the school and district. Offer mentorship in curriculum and instructional design as appropriate.

The Student Teacher will:

- Complete the application process as required.
 - Be fully engaged and open to receiving feedback during the student teaching experience.
 - Respect school culture, norms and student/staff confidentiality.
 - Be allowed to substitute in SAU 39 in accordance with their school policy and/or guidelines.
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SAU 39

Student Teacher - Application Process

Amherst (PreK-8) and Mont Vernon (K-6) School Districts

1. **Student Teacher Applicants:** Candidates who wish to fulfill their student teaching requirement(s) in Amherst or Mont Vernon will need to complete the online application process through our applicant tracking system. <https://www.sau39.org/Page/566>

Applicants will be required to provide the information below, expressing their goals and readiness to learn and teach, as part of the application process:

- philosophy of teaching and learning
- familiarity with 21st century teaching and learning
- specific content areas and/or grade levels of interest
- extra-curricular interests
- transcripts and course information

Unless there is an exceptional circumstance, SAU 39 will not accept an applicant with a grade point average below 3.0.

2. **Routing – Review at the Building Level:** HR Coordinator will route the electronic application to the Administrative Assistant and Building Administrator, based on selected content / building / grade level preferences on the application.
3. **Building Administrator:** Will determine if there is an opportunity available in their school that aligns with the student teacher’s content area and grade level interests. If an opportunity is available:
 - An interview will be scheduled with the student teacher applicant and members of the school team (building administrator, cooperating teacher(s)...).
 - The administration will make a recommendation to accept / decline the request to participate in the student teaching experience.
 - **No arrangements can be made exclusively between a student teacher applicant and a cooperating teacher.**
 - The building principal will communicate with the school to confirm and arrange.
 - The student teacher must agree to follow the school calendar if accepted.
 - The student teacher must complete the fingerprinting and a background check process in accordance with the state of NH.

The building Principal will notify the applicant, cooperating school and Human Resources, of the student teacher’s selection status.

4. **Human Resources:** Will provide the student teacher with the required forms for processing.