

SPECIAL EDUCATION STUDENT TEACHING REQUIREMENTS

In addition to the Responsibilities of the Student Teacher outlined in the Student Teaching Handbook, the successful completion of the following tasks is required for students who are seeking a special education license. Copies and/or documentation of each task must be provided to and approved by your University Supervisor, and included in your final portfolio. **White/black out or change all student and family names to protect confidentiality.** Artifacts specific to your placement and a timeline for completion of all tasks will be discussed with your University Supervisor and Cooperating Teacher before or during the first week of your placement.

I. Classroom Management/Knowledge of Diverse Learners

- _____ Identify at least one student who exhibits a behavior that interferes with his/her learning or the learning of others
- _____ Conduct a functional behavior assessment (FBA) for the identified student
- _____ Create or update a behavior intervention plan (BIP) for the student based on your FBA
- _____ Implement the behavior intervention plan (BIP) for the student
- _____ Read and implement BIPs for all other students who have them

II. Assessment/Instructional Planning

- _____ During the first two weeks of each placement, read every student's IEP and create an IEP at a glance for each student you will teach
- _____ Administer assessments for at least one student with the goal of writing an IEP/IFSP. Assessments given: _____
- _____ Create a sample IEP or IFSP for the same student
- _____ Create a new IEP at a glance for the same student

III. Communication Techniques/Positive Relationships

- _____ Participate in a minimum of one IEP or IFSP meeting (more is better!)
- _____ Write a letter to families at the beginning of each placement introducing yourself
- _____ Communicate with parents and other team members in a professional manner through emails, phone calls, progress reports, in person conversations or other means

If both of your placements are in special education, talk with your University Supervisor about which tasks you need to complete in both placements.