

# Teach a Tiger!

## Cooperating Teacher Roles and Responsibilities

The cooperating teacher (CT) models effective teaching practices, serves as a mentor and supports teacher candidates during their pre-service experience to enhance their professional growth. We encourage the CT to engage the teacher candidate in best practices by implementing the following:

### BUILDING RELATIONSHIPS

- Establish a positive relationship with the teacher candidate
- Promote open communication, collaboration and mutual respect
- Create a safe space for the teacher candidate to reflect or ask questions
- Model a commitment to diversity by demonstrating dignity and value of all individuals, by promoting equity and creating a culturally responsive classroom
- Involve the teacher candidate in decision making when appropriate
- Encourage the teacher candidate to seek help when needed and celebrate their success

### CLASSROOM COMMUNITY

- Welcome and introduce the teacher candidate to students and explain their role in the classroom
- Share classroom routines, expectations, instructional/non-instructional procedures and ideas about how the teacher candidate can take initiative in the classroom
- Share classroom management strategies if applicable
- Model how to show respect and empathy for students
- Share insight on how to build relationships with parents and families
- Provide the teacher candidate with a desk or designated space within the classroom
- Explain the rationale for professional decisions

### PLANNING AND INSTRUCTION

- Establish high expectations and provide oral and written feedback to the teacher candidate as needed
- Be willing to share ideas, resources or instructional materials with the teacher candidate
- Model effective teaching practices and create opportunities for teamwork and co-teaching
- Assist the teacher candidate with understanding how to use assessments to plan and differentiate instruction
- Encourage the teacher candidate to reflect on their teaching as well as their strengths and potential areas for growth
- Schedule a time each week during planning to share feedback on lesson plans, areas of growth or areas of focus for improvement
- Invite the teacher candidate to participate or observe planning while in grade level meetings when appropriate

## PLANNING AND INSTRUCTION

- Introduce the teacher candidate to administration, grade level teachers, office staff and other support staff or personnel within the school community
- Familiarize the student with school policies, procedures, school environment, emergency drills and share details surrounding checking in, parking etc.
- Model how to maintain professional relationships with school personnel, students, parents and families

## COMMUNICATION & CONTACTS

- Maintain an open line of communication with the teacher candidate and university supervisor
- Share any questions, concerns or celebrations with the university supervisor throughout the year

## TEACHER STIPENDS & RECERTIFICATION

- We appreciate your service! Teacher stipends are distributed at the end of each semester for hosting both traditional student teachers and teacher residents.
- Letters for recertification hours/credits are distributed at the end of the semester via email

## UNIVERSITY ASSIGNMENTS & ANTHOLOGY

- Cooperating Teachers must complete the South Carolina Teaching Standards 4.0 Rubric Training. Training opportunities will be shared via email
- Provide feedback to the teacher candidate on lesson plans prior to observations
- Participate and provide feedback during midterm (spring) and final evaluation meetings (fall & spring)
- Verify and sign off on the teacher candidate's time log weekly in Anthology
- Utilize the teacher education field experience website

### TEACHER EDUCATION FIELD EXPERIENCE WEBSITE

[clemson.edu/education/students/field-experience/teacher-education.html](https://clemson.edu/education/students/field-experience/teacher-education.html)

Visit our website to access the resources below:

- Student Teaching Assignment Overview
- Fall and Spring Calendars
- SCTS 4.0 Rubric
- Professional Standards for Clinical Field Experiences



## Contact Us

Office of Field & Clinical Partnerships & Outreach at Clemson University  
[clemson.edu/education/students/field-experience/](https://clemson.edu/education/students/field-experience/)