

MIDTERM 3-WAY CONFERENCE

(College Supervisor/Cooperating Teacher/Student Teacher)

The midterm 3-way conference is to be scheduled midway through the student teaching experience. Scheduling is critical since Cooperating Teacher, Student Teacher, and College Supervisor must meet collaboratively. All parties involved **must approach this conference prepared**. Prior to this conference, Cooperating Teachers and College Supervisors should have discussed the Student Teacher's current level of performance. **Actual assignment of the midterm grade is the College Supervisor's responsibility.**

Sufficient time should be allowed in this scheduled conference to:

Review the information from the Cooperating Teacher Evaluation and Student Teacher Self-Evaluation

Share the College Supervisor's midterm evaluation

Engage in open discussions of the evaluations and identify strengths and goals

Indicate a Satisfactory or Fail evaluation for both the interactive and the pre-and post-active phases of student teaching

Review materials for completeness

Review and make modifications of the Student Teaching Proposal as necessary

Discuss progress on and completion of original unit, ePortfolio, and videotaped self-analysis

At the conclusion of this conference the College Supervisor will collect the following forms and will be responsible for their submission to the Office of Student Field Experiences:

Cooperating Teacher Midterm Evaluation

Student Teacher Midterm Evaluation

College Supervisor Evaluation Report

Midterm Evaluation cover form for Student Teaching

Following review by the Coordinator of Student Field Experiences, all midterm materials are returned to the College Supervisor.

*There is one thing worse than not communicating;
It is thinking you have communicated when you have not.*

Anonymous