## Secondary PTEP Development Plan form

One of the most commonly asked questions during the student teaching experience has to do with the timing of the teacher candidate’s teaching responsibilities. The teacher candidate should assume and release teaching responsibilities in a planned, gradual manner. The Student Teaching Development Plan is designed as a “road map” for the teacher candidate to follow during his/her student teaching practicum. It is a specific, week-by-week timeline that indicates the teaching duties and other professional duties to be assumed by the teacher candidate during student teaching experience.

* The plan should be developed jointly by the teacher candidate and the cooperating teacher during the first two weeks of the student teaching assignment (or before).
* The plan should be submitted to the UNC Supervisor during the first visit (or before)
* The following suggested schedule is recommended by the Secondary PTEP faculty. Each of the areas may be compressed or extended according to the readiness of the particular teacher candidate.

Week 1: Familiarize self with classroom and students; plan with cooperating teacher(s); observe management strategies; examine texts and materials; observe/discuss lesson plans; assume some procedural tasks in the classroom; develop a Student Teaching Development Plan.Week 2: Continue to plan with cooperating teacher(s); prepare lesson plans; work with individuals and small groups.Week 3: Continue to plan and assume some classroom responsibilities, inclusive of teaching planned lessons. Week 4: Continue to prepare lesson plans and teach lessons daily; continue to add other teaching responsibilities.Weeks 5-7: Continue to add teaching responsibilities until full-time teaching responsibilities are reached.Weeks 8-13: Full-time teaching responsibilities.Weeks 14-16: Begin to gradually release responsibilities back to cooperating teacher(s).

Expand space as needed

**Week(s) \_\_\_\_\_ (date):**

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**Week(s) \_\_\_\_\_ (date):**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Signature** | **Date** |
| Student teacher: |  |  |  |
| Coop. teacher: |  |  |  |
| UNC Supervisor: |  |  |  |