

METROPOLITAN STATE UNIVERSITY OF DENVER
Student Teaching Office

**Cooperating Teacher/University Supervisor
Communication of Progress**

Student Teacher's Name

Date

School

Report # 1 2

Since time for the cooperating teacher and university supervisor to communicate is at a premium, cooperating teachers are asked to complete this form at the end of week four and week eight and give it to the university supervisor when he/she observes. The supervisor will read and respond the same day giving the original copy back to the cooperating teacher.

- I. Progress Report Cooperating Teacher: Please indicate the student teacher's progress on each of the developmental continuums. This is a progress report and not a summative evaluation. If you have not observed one of these skills, please mark the student at the beginning (left) of the continuum so that the area can be addressed.

Not Attempted Yet

Attempted with Help

Developing

Proficient

Planning

Classroom
Management

Instruction

Integration of
Reading/Writing
/Math in the
content area

Adaptation for
Special Needs

Use of
Technology

Assessment

Independence

II. Progress on the Teacher Work Sample (Please check those areas completed.)

Audience Described	Management Plan	Standards & Objectives Defined	Connection to Theory Described	Plan for Assessment	TEACH UNIT	Modifications, Results, Reflections
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III. Does the student teacher face challenges in any of the following areas? (Please check those of concern.)

- attendance/punctuality
- reliability/dependability
- professional appearance and behavior
- written communication
- tact/judgment/ethics
- openness to feedback/supervision
- oral communication
- collegiality
- motivation to improve performance
- self initiative

If you checked any, please briefly describe the problem:

IV. What are the most important accomplishments and challenges of the student teacher in the last four weeks you want the university supervisor to know about? Please be as specific as possible.

V. What concerns, questions, comments, or recommendations would you like to bring to the university supervisor's attention?

VI. University Supervisor Response to Report:

Cooperating Teacher Signature

University Supervisor Signature

Check box if you would like the Supervisor to contact you directly

Phone Number:

Best times to be reached: