



BUFFALO STATE
The State University of New York

Dear Mentor Teacher(s),

Thank you for allowing our Teacher Candidates from Buffalo State College to student teach in your classroom this semester. Your willingness to mentor our teacher candidates and to offer them your expertise, time and guidance is greatly appreciated. Your student will complete their 16 week student teaching placement with you. The Stipend for \$400. will be sent to the mentor teacher directly once a survey is completed and returned to the certification office. If you have a student teacher only for 8 weeks the stipend is \$200.

Each teacher candidate is assigned a supervisor from the college and is part of a student teaching cohort. Within this cohort model the college supervisor will meet with the teacher candidates weekly for formal, informal observations and seminar. The Supervisor will contact you to inform you about the Teacher Candidates student teaching requirements and evaluation process.

We have adopted the Co-teaching during student teaching model for student teaching. Which is defined as: "Two teachers (a mentor teacher and a teacher candidate) working together with groups of students; sharing the planning, organization, delivery and assessment of instruction, as well as the physical space" (T.Heck) As the mentor teacher you take the "Lead" the first few weeks in planning and instruction then release that role to your teacher candidate. Co-Teaching during student teaching provides meaningful opportunities for Teacher Candidates to demonstrate increasing competence and independence in their teaching performance in planning, instruction and assessment. Visit this site for additional information on this model (<http://elementaryeducation.buffalostate.edu/mentor-teachers>).

We ask our mentor teachers to observe our students and to give feedback throughout the placement. In addition to this, we ask that you evaluate your teacher candidate at midpoints during their placement using the Student Teaching Formative Evaluation which will be e-mailed to you. If you have a student who concerns you, please conference with the student teacher supervisor to set up a formal meeting. We will be forwarding a copy of the student teaching calendar to you.

Our student teachers from the Elementary Education and Reading Department will be asked to complete the Teacher Performance Assessment, the edTPA during their student teaching placement. The assessment measures planning (incorporating the state standards), instruction, and assessment that include the video-recording of an instructional segment. The ultimate responsibility for completion of these tasks is the teacher candidates. We are asking you to help support the teacher candidate during

Your teacher candidate will share with you their edTpa Assessment Handbook and timeline so that you can make plans for implementation.

As always, the student teaching supervisor and I will be available to answer additional questions at your convenience. We value our partnership with you and your school.

Please visit our site for additional information at the Elementary Education and Reading Department Student Teaching to view our updated "EPP Mentor Teacher Handbook" and other resources at: <http://elementaryeducation.buffalostate.edu/student-teaching-0>.

Thank you for your continued support.

Yours truly,

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