

SCHOOL OF EDUCATION
CERTIFICATION, FIELD PLACEMENTS
AND SCHOOL PARTNERSHIPS OFFICE



November 14, 2011

Dear Superintendent:

Monmouth University is requesting student teaching placements for the **Spring 2012** semester. Student teaching provides an opportunity for our teacher candidates to practice and refine their knowledge and skills under the supervision and guidance of exceptional master teachers. Because Monmouth University is committed to the development of teaching professionals who will provide community responsive education in school districts representing diverse viewpoints and cultures, we welcome placements in inclusion settings. The **Spring 2012** semester begins **Wednesday, January 18, 2012 and ends Friday, April 27, 2012 (15 weeks)**.

Cooperating teachers need to have a minimum of three years of teaching experience, including one within the district, possess a standard instructional certificate, have appropriate certification that coincides with the area of instruction for which the candidate is being prepared, and be a full-time district faculty member with demonstrated expertise in the field of mentoring/supervision. They should also be familiar with the New Jersey Professional Standards for Teachers and the national specialized professions standards of their discipline

Mentoring a student teacher has been identified by the New Jersey Professional Teaching Standards Board as an activity that serves the teaching profession and is eligible for one hour of professional development credit for each week of supervision. Monmouth University provides 15 hours of professional development credit for student teacher mentoring, which should be identified in the cooperating teacher's Professional Improvement Plan. Additionally, cooperating teachers receive an honorarium of \$200.00.

Because Monmouth University student teachers are required to plan and teach a curriculum-based unit of study (Teacher Work Sample) as part of their student teaching experience, cooperating teachers should have expertise in unit planning. Details of our student teaching expectations and requirements can be found in our Student Teaching Handbook online at:
http://www.monmouth.edu/academics/schools/education/student_teaching/default.asp

The student teaching experience is a critical component in the training of future teachers. Your feedback on all facets of student teaching is welcome and essential for continued improvement. If you are interested in pursuing a University School Partnership with Monmouth University, please call or email Dr. Lynn Romeo, Dean of the School of Education, at 732-571-4484; lromeo@monmouth.edu.

Thank you for collaborating with us on this important professional endeavor. I am attaching a Student Teacher Placement Form and a resume for each student teaching candidate. Please complete and return the placement form to my office as soon as you have made a decision. Thank you very much for your cooperation.

Sincerely,

A handwritten signature in black ink that reads 'Patricia Heaney'.

Patricia Heaney
Director of Field Placements