

SPED 331/350 Short Field Experience Task Activity Checklist Sheet

ACTIVITY	DATE COMPLETED	COOPERATING TEACHER SIGNATURE
<p>This activity is MANDATORY. Observe a Special Education setting (1 hour or more) other than the classroom you are assigned during the 10-hour Short Field experience. ((Inclusion, CCR, Tutoring-MTSS small group, Self-contained Multi-Categorical, Life skills/Autistic)</p>		
<p>You should complete the mandatory activity PLUS five (5) more activities to achieve “accomplished” status. Upon completion, have your cooperating teacher (mentor) sign, indicating their confirmation of the completed task. You may add tasks in the additional spaces provided. Include your reflection of these activities in your final report.</p>		
<p>Initial Meeting with Mentor Teacher Discuss daily schedule, daily routines, grouping of students, procedures for students etc.</p>		
<p>Initial observation of mentor teacher’s class How does teacher manage instructional time, engage students, monitor behavior, stop inappropriate behaviors, pose questions, use student responses to adjust teaching, differentiate, rapport with students, check performance, provide feedback, use of verbal and non-verbal communication, look for types of learning activities provided for students with special needs. Note the role of the Inclusion teacher within the instructional class period.</p>		
<p>Observation of school climate Observe the design of classroom, changing of class routines, role of the teacher during transitions, monitoring of student behavior, lunchroom procedures, communication with office or administration.</p>		
<p>Note the physical facilities, equipment, supplies, materials and school practices and policies Observe and discuss how teachers acquire items such as paper, Xeroxing machines, etc. Review school calendar, schedule, discipline policy and procedures and general school rules.</p>		
<p>Note use and access to classroom technology Observe the availability of a variety of technological devices, integration of technology, teacher allows students to use technology, note assistive devices provided for exceptional learners.</p>		
<p>Assist teacher with completing report forms, correcting student papers, recording student progress.</p>		
<p>Attend a Grade Level meeting, PLC, or Faculty meeting.</p>		



Painting FUTURES With the ORANGE ADVANTAGE

