

Adopted: 1974
Revised: 2013

Saint Paul Public Schools Procedure 408.00.5

408.00.5 PRE-SERVICE TRAINING

- A. The following regulations will be observed in making assignment of teacher candidates to regular staff members:
1. The Principal (or Principal's designee) will coordinate communications between the SPPS site and assigned Institution of Higher Education. The Principal (or Principal's designee) will identify cooperating teachers. Teacher candidate placements will be made at the building by mutual agreement between the cooperating teacher and Principal (or Principal's designee).
 - a. Not more than one teacher candidate will be assigned to a cooperating teacher at one time, unless the Principal (or Principal's designee) and the cooperating teacher agree to place more than one teacher candidate with the cooperating teacher.
 - b. Not more than two teacher candidates will be assigned to a cooperating teacher during one school year, unless a cooperating teacher is willing to take additional teacher candidates.
 2. Pre-service training of teachers in SPPS requires cooperating teachers and teacher candidates to participate in co-teaching methods during the pre-service placement. As a part of the co-teaching model, cooperating teachers and teacher candidates are required to complete two courses on co-teaching prior to placement.

CROSS REFERENCE:

LEGAL REFERENCES: