

Appendix S

Suggested Activities for the Apprentice Teacher

Phase One: Weeks 1-4

- _____ Review the district student learning objectives and curriculum.
- _____ Review textbooks and other teaching materials.
- _____ Observe the master teacher's teaching style, classroom procedures, and management system.
- _____ Observe behavior patterns, student records, and learn names of students.
- _____ Compose a letter to parents introducing oneself with master teacher's assistance.
- _____ Check attendance, collect materials, make announcements.
- _____ Become familiar with the needs of all children, especially exceptional children in the classroom.
- _____ Check student work.
- _____ Begin short and long range planning.
- _____ Submit plans to the master teacher for approval 24 hours before teaching.
- _____ Co-plan and co-teach lessons with master teacher.
- _____ Teach short periods of instruction building up to full time teaching.
- _____ Teach self-developed lessons.
- _____ Teach at least two nonconsecutive full days.
- _____ Gradually assume responsibility for teaching each subject.
- _____ Begin peer observations.

Phase Two: Weeks 5-12

- _____ Continue part-time teaching.
- _____ Assume entire responsibility of the class for a minimum of three consecutive weeks. Additional time is highly recommended.
- _____ Invite the principal to observe at least once during the full-time teaching.
- _____ Complete peer observations.
- _____ Additional activities:

Phase Three: Weeks 13-15

- _____ Phase out of all teaching responsibilities.
- _____ Observe other classrooms.
- _____ Additional activities: