

## CLARK COUNTY SCHOOL DISTRICT REGULATION

R-4123

### ASSIGNMENT: COOPERATING TEACHERS/STUDENT TEACHERS

- I. The Human Resources Division in cooperation with universities and colleges of education will provide field experience placements, including pre-student teaching, student teaching, and internships, to provide the pre-service teacher with opportunities to:
  - A. Relate principles and theories from the identified universities and colleges of education to the District's academic standards and the Nevada Educator Performance Framework (NEPF);
  - B. Create meaningful learning experiences for all students; and
  - C. Study and practice in a variety of communities, with students of different ages, and with culturally diverse and exceptional populations.

A member of the university or college of education will work cooperatively with appropriate Clark County School District personnel to supervise the activities of student teaching.

- II. Cooperating Teachers
  - A. The universities and colleges will send requested placement for pre-service teachers to appropriate site administrators.
  - B. Site administrators will select appropriate cooperating teachers, based upon the following criteria. The cooperating teacher must:
    1. Have a minimum of two years of successful teaching experience;
    2. Have a license and endorsement in the assigned grade level or subject area; and,
    3. Be a professional role model.
  - C. Cooperating teachers must comply with all professional requests made by the Human Resources Division.
  - D. Cooperating teachers will receive stipends provided by the relevant college or university.

III. Student Teachers

- A. Appropriate Human Resources Division administrators will collaborate with appropriate university or college of education personnel to determine student teacher assignments.
- B. All student teachers must submit fingerprints and related fees to the Human Resources Division administrator at least thirty (30) business days prior to beginning the student teacher assignment.
  - 1. The fingerprint reports will be reviewed by a Human Resources Division administrator to determine if a student teaching placement will be made.
  - 2. Fingerprints of student teachers will be maintained on file with the Human Resources Division for up to one (1) calendar year.
  - 3. Fingerprint reports will be valid for no more than six (6) months from the date of fingerprinting and can be used when determining a student teacher's eligibility for hire as a licensed teacher with CCSD within that 6 month period. After six (6) months, the student teacher will be required to fingerprint again.
- C. If a student teacher experiences difficulty in fulfilling mutually-agreed upon goals, responsibilities, and expectations, the following procedures will be requested to be undertaken by the university or college of education.
  - 1. A conference will be arranged with the student teacher, the cooperating teacher, and university or college of education personnel to provide direction and support to the student teacher. During the conference, a contract will be drafted and agreed to by all parties.
  - 2. If the problem continues, reassignment or removal from student teaching may be recommended. The principal, cooperating teacher, appropriate university or college of education personnel, and Human Resources Division administrator will determine whether reassignment or removal is necessary.

IV. University Supervisors

- A. University supervisors must attend the District cooperating teacher training sessions.

- B. University supervisors must keep District site administrators and cooperating teacher apprised of developing problems or issues related to the pre-service teachers.
- C. University supervisors must evaluate student teachers using authentic assessment instruments, which are based upon District curricula and the NEPF.
- D. University supervisors must agree to be a part of and conduct themselves as professional members of the District/university team.

Legal Reference: NRS Chapter 391 Student Teacher/  
Counselor/Library Trainee  
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