(F110-a)

# Lake Superior State University
# UNIVERSITY SUPERVISOR VISITS

**Student Teacher_____ Supervisor_____**

**School_____Semester_____**

Update this form regularly and keep in the student teaching notebook. Turn in a copy of this form to your supervisor at the final summative conference. (Suggested dates are recommendations only. Establish final schedule with the university supervisor to meet the needs and availability of the host school.)

| DATE | MEETING DESCRIPTION | MEETING/OBSERVATION Length |
|---|---|---|
| | **ORIENTATION/Initial Visit (late Aug.-Sept.)** | |
| | **FIRST OBSERVATION (late Sept)** | |
| | **SECOND OBSERVATION (October)** | |
| | **THIRD OBSERVATION (late October)** | |
| | **FOURTH OBSERVATION (Nov.)** | |
| | **FIFTH OBSERVATION (late Nov)** | |
| | **SIXTH OBSERVATION (Dec.)** | |
| | **SUMMATIVE CONFERENCE(1$^{ST}$SEM)** | |
| | **INITIAL VISIT (Second Semester) (Needed only for a new placement/ grade level)** | |
| | **FIRST OBSERVATION (Jan.)** | |
| | **SECOND OBSERVATION (Jan.)** | |
| | **THIRD OBSERVATION (Feb.)** | |
| | **FOURTH OBSERVATION (Feb.)** | |
| | **FIFTH OBSERVATION (March)** | |
| | **SUMMATIVE CONFERENCE (April)** | |
| | **ADDITIONAL CONTACTS (seminars, drop-in visits, phone/Email, any important communications)** | |
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