LEHMAN COLLEGE

CLINICAL PRACTICE & PARTNERSHIPS
SCHOOL OF EDUCATION

Carman Hall, Room B33
250 Bedford Park Blvd West
Bronx, NY 10468

P: 718-960-8004
F: 718-960-7855
www.lehman.edu

Student Teacher Evaluation Checklist

Name	Email Address	Tel./Cell Number
Student Teacher:		
College Supervisor:		

Required assignments to be completed or uploaded to Taskstream by all Student Teachers.
Additional assignments may be required depending on your program. For example, these items may be required, but are not collected in Taskstream: Pre-conference Guide, Post-conference Guide and Journal
06/2024 v4

Due Date	Assessments for Taskstream	Student Teacher (ST)	College Supervisor (CS)
Week 1	Placement Information	Completes form in Taskstream	Evaluates using Met/Not Met
Set due date with College Supervisor	Coaching Visit 1	Uploads/attaches Student Teacher Coaching Guide TESOL only: 1st lesson plan	Completes Coaching Visit Evaluation Form in Taskstream TESOL only: Feedback based on TESOL rubric
Formal Evaluation 1 (Midway through Student Teaching experience)			
Week 2 – 3	Disposition Assessment	Completes form in Taskstream	Evaluates using rubric
Week 6 – 8	Cooperating Teacher Feedback Form (CTFF)	Provides Cooperating Teacher with a fillable form. Cooperating Teacher returns to Student Teacher who uploads/attaches in Taskstream	Inputs the data from Cooperating Teacher Feedback form directly into Taskstream (as evaluation) *7 or more Student Teachers (not Interns)? Contact clinical.practice@lehman.cuny.edu*
Week 6 – 8	Mid-term Lesson Plan	Uploads/attaches in Taskstream	Evaluates using Student Teaching Evaluation Form (STEF)
Set due date with College Supervisor	Coaching Visit 2	Uploads/attaches Student Teacher Coaching Guide TESOL only: lesson #3 (→TPP)	Completes Coaching Visit Evaluation Form in Taskstream TESOL only: Feedback based on TESOL rubric
Week 7	Attendance/Time Sheets	Uploads/attaches in Taskstream	Evaluates using Met/Not Met
Formal Evaluation 2 (End of Student Teaching experience)			
Week 8	Placement Information	Completes form in Taskstream	Evaluates using Met/Not Met
Week 10 - 12	Disposition Assessment	Completes form in Taskstream	Evaluates using rubric
Week 12 – 14	Cooperating Teacher Feedback Form (CTFF)	Provides Cooperating Teacher with a fillable form. Cooperating returns to Student Teacher who uploads/attaches in Taskstream	Inputs the data from Cooperating Teacher Feedback form directly into Taskstream (as evaluation) *7 or more Student Teachers (not Interns)? Contact clinical.practice@lehman.cuny.edu*
Week 12 – 14	Final Lesson Plan	Uploads/attaches in Taskstream	Evaluates using Student Teaching Evaluation Form (STEF)
Week 12 – 13	Student Teacher Self-Evaluation	Completes form in Taskstream	Evaluates using Met/Not Met
Week 12 – 13	Technology Integration Survey	Completes form in Taskstream	Evaluates using Met/Not Met
Week 14	Attendance/Time Sheets	Uploads/attaches in Taskstream	Evaluates using Met/Not Met
Week 13 – 14	Evaluation of Experience	Completes form in Taskstream	Evaluates using Met/Not Met
Week 12 – 14	Evaluation of College Supervisor	Completes form in Taskstream	Does not evaluate