



HIGH POINT UNIVERSITY

School of Education

September 18, 2015

Dr. Jonita Taylor
Principal
Shadybrook Elementary School
503 Shadybrook Road
High Point, NC 27265

Dear Dr. Taylor:

Thank you for hosting Kelly as an intern at your school for the 2015-2016 academic year. As you are aware, Kelly is currently working with Mrs. Sheree Kun for the first of a two-part internship experience which includes student teaching which is scheduled for spring 2016.

As we begin to prepare for the second part of the internship experience, we recognize how critically important the student teaching experience is for the future success of the novice teacher. Research has consistently shown that the selection of a cooperating teacher is a key factor in this success. The cooperating teacher must have the capacity to mentor, provide feedback, hold professional conversations in the spirit of collaboration and demonstrate a positive impact on student learning. Toward this end, we would greatly appreciate your input as we make final decisions about Kelly's continued placement with Mrs. Kun next spring. A brief survey is attached that will assist us in evaluating Mrs. Kun's strengths in these important areas. Please know the School of Education will use the survey for student teaching placement purposes only.

Do not hesitate to contact me if you have additional questions. As always, the School of Education at High Point University values its relationship with our area public school partners and is fully committed to working with you to produce quality teachers who are well prepared for the classroom.

Dr. Mariann Tillery, Dean
School of Education
High Point University
(336) 841-9286

Appendix A

HPU School of Education Principal Evaluation of Cooperating Teacher

Please rate the cooperating teacher with respect to the characteristics below:

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
Appears sensitive to the intern's feelings and challenges	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provides constructive criticism, openly and honestly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exhibits a professional attitude toward teaching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Supports others in helping to find instructional resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gives praise and moral support	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Helps to resolve problems encountered in student teaching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has an effective, consistently used behavior management plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Encourages others to seek advice and help when needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Encourages the intern to engage in critical and independent thinking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Permits the intern to try innovative, creative activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provides requested materials when asked within a reasonable timeframe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Current in the knowledge of teaching methods and techniques	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

You are welcome to share any additional comments that would be appropriate to the evaluation of this cooperating teacher.