School of Education: Education Specialist Pathway

INITIAL THREE-WAY CONFERENCE
(Review goals/objectives, prepare for Solo-Teaching)

Meeting Date: ___________________________ School Site: ___________________________
Present at the Meeting: (signatures)

Candidate: ___________________________ PI or PII: ______________ Cooperating Teacher: ______________
University Supervisor: ___________________________ Other: ___________________________

A summary of this meeting follows below:

1. The purposes and structure of the Education Specialist Pathway, including the three-way conferences during the term were reviewed and each member received a copy of the Education Specialist Policies and Procedures.

2. The Candidate has a copy of: (a) a copy of the school handbook, (b) is becoming familiar with school wide procedures, (c) is developing and implementing classroom procedures and (d) is familiar with their general education grade level counterpart to help foster mainstreaming and co-teaching. Please describe briefly if the before mentioned items have occurred and if not the plan to put them into place.

   YES____   NO _____   has begun a site binder _____

3. General Goals that the candidate and cooperating teacher would like to focus on during semester:

   Assessment______________________________________________________________
   _________________________________
   Behavior______________________________________________________________
   _________________________________
   Curriculum____________________________________________________________
   _________________________________
   Other______________________________________________________________
   _________________________________

4. Specific routine tasks for which the candidate has partial responsibility during Phase I:

   (See Handbook-Phase I chart) ____________________________________________
5. **Goals and actions** for participation in teaching of Reading/Language Arts during semester:

<table>
<thead>
<tr>
<th>GOALS</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>READING PROGRAM FOR CLASS: (including TEXT and supplementary program)</td>
<td>Candidate will….</td>
</tr>
<tr>
<td>WRITING PROGRAM FOR CLASS (including TEXT and supplementary program)</td>
<td>Candidate will….</td>
</tr>
</tbody>
</table>

6. The candidate has attended a faculty meeting. Yes ☐ No ☐

7. The following program forms were given to the Candidate and Cooperating Teacher and reviewed.
   - ☐ Policies and Procedures Handbook
   - ☐ Lesson Plan Format
   - ☐ Observation Forms
   - ☐ List of Competencies (Standards)

**FOLLOW-UP/ADDITIONAL COMMENTS:**

Cooperating Teacher and Candidate weekly meeting day is: ________________________________
Next scheduled visit from University Supervisor is ________________________________

(Copies of this form are to be provided to Candidate, Cooperating Teacher and University supervisor.)