



FDLTCC Education Unit

Host Teacher Orientation



Fond du Lac Tribal & Community College,
A member of Minnesota State

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Boozhoo~ Welcome

- ❖ Agenda
- ❖ Introductions – Where are you teaching, and what grade, and are you a returning Host Teacher.
- ❖ Orientation Delivery of PowerPoint
- ❖ Questions

Bachelor of Science in Elementary Education Licensure Program

Conceptual Framework

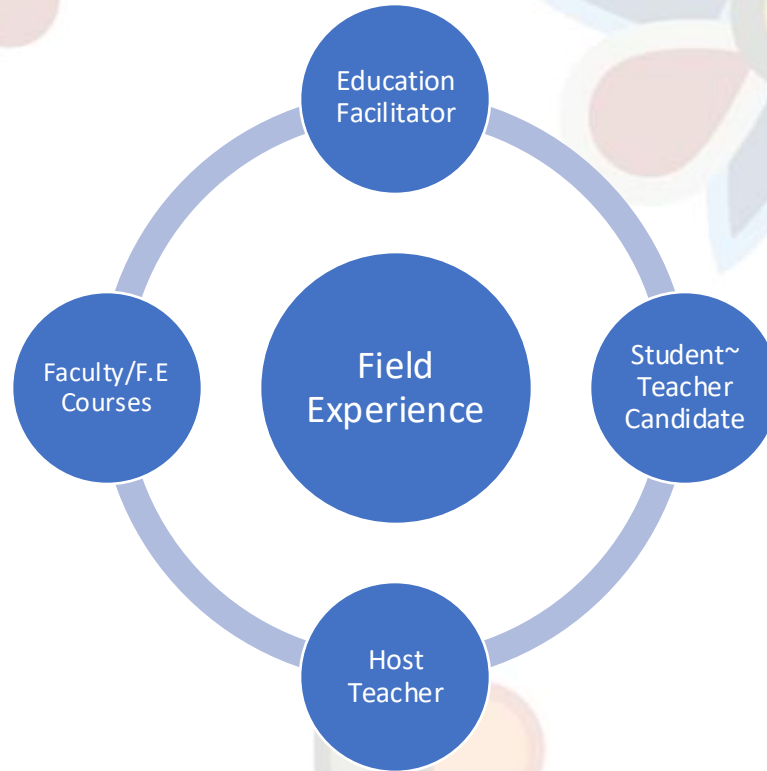
Vision

The vision of the FDLTCC Education Unit is to be transformational leaders in culturally responsive pedagogy and Indigenous knowledge by embracing Niindaa'iwedaa o'ō gikendaasowin, which means sending knowledge into the future by embedding Anishinaabeg knowledge, culture, and traditions into the curriculum and instilling these teaching practices in our future educators.

Mission

The mission of the FDLTCC Education Unit is to work within our communities to prepare caring, competent educators by promoting equitable, inclusive, and transformative educational practices that are based on Anishinaabeg knowledge, traditions, and culture.

Major Participants in Field Experience



Responsibilities of the Teacher Candidate(Professionalism)

- ❖ Maintain student confidentiality at all times. Signed prior to F.E placement
- ❖ Abide by the 8710.2100 CODE OF ETHICS FOR MINNESOTA TEACHERS.
- ❖ Must have liability Insurance and approved by FDLTCC Facilitator on file at Education Office.
- ❖ Background Check Must be approved and on File at FDLTCC Education Office.
- ❖ Email Host Teacher once instructed by Education Facilitator who they are placed with to introduce themselves and thanking the host teacher for accepting into classroom! And arrange times that will work for both.
- ❖ Provide Course Field Experience Expectations, and Dates and times when Teacher Candidate will be in classroom.
- ❖ End of Field Experience Hours Teacher Candidates must have Field Experience hours documented in Watermark, in order to be granted a grade.

Responsibilities of the Teacher Candidates (Academics)

- ❖ Complete course assignments and requirements
- ❖ Attending Class and maintaining a 2.5 GPA
- ❖ Communicating with Program Advisor, Education Facilitator if needs or issues arise.

Required Qualifications for Host Teachers

- ❖ Positive recommendation by principal
- ❖ Licensure on File, **minimum of a tier 3**
- ❖ Certification in the subject area or grade level

Responsibilities of the Host Teacher (Orientation)

- Faculty Fact Sheet with Responsibilities/Expectations



Fond du Lac Tribal & Community College
Field Experience Fact Sheet

Course Number/Name: EDU/AEDS 1020 Foundations of Anishinabe and American Educational Systems 3 course credits

Expectations of Student: Elementary Ed Students will complete 10 (10 hour) sessions in a culturally responsive classroom to promote healthy caring relationships, diversity and respect for all within the environment of the school and community. Early Childhood Students will complete 10 hours. Students will respond by writing a paper about the experience in the classroom.

Number of Hours required: 10 hours in a culturally responsive classroom, 1 school board meeting

Expectations of Host Teacher: Schedule students during regular academic times so students observe K-6 standard curriculum. Approx weekly hours in Watermark

Course Instructor & Contact Information: Jessie Thompson,
jessica.thompson@fdlcc.edu or 715-992-7546

For additional information or questions please contact Tara Green, Education Facilitator,
tgreen@fdlcc.edu, 218.879.0701

Responsibilities of the Host Teacher (Providing Feedback)

- ❖ **Daily/Session oral feedback-** Having a brief conversation with the Teacher Candidate regarding strengths and areas of improvement.
- ❖ Sign into WaterMark, Student Learning, and Licensure, [WaterMark](#), and approve (or not) students' field experience log.
- ❖ **Communicate with the Education Facilitator-** If concerns regarding the Teacher Candidate arise (attendance, appearance, work ethic etc.), to contact the Education Facilitator immediately to assist in the situation.
- ❖ **Final Evaluation-** Completes a Summative Evaluation (in electronic form) of the Teacher Candidates' effectiveness in each Disposition area. The Education Facilitator will send out the form after Field Experience hours are complete.

Important Safeguards

- ❖ The teacher candidate must always be supervised by the appointed and approved host teachers.
- ❖ A teacher candidate should never be left alone. If a teacher candidate is teaching a virtual sessions, the host teacher should be present in the session.
- ❖ To be clear, teacher candidates should never assume sole responsibility for their students. If the host teacher is absent or unavailable the principal should appoint a licensed supervising teacher.

Responsibilities of the Education Facilitator (Advocacy)

- ❖ Making contact with building principal to find a host teacher
- ❖ Once the “referral” is reviewed, the Education Facilitator will then reach out to the host teacher regarding teacher candidate and the description of field experience goals for the selected course.
- ❖ Create an email/Zoom session to introduce the teacher candidate and host teacher
- ❖ Send out end-of-semester evaluation/dispositions on students.

Responsibilities of the Education Facilitator (Advocacy)



Set up an email or Zoom session to meet teacher candidates/host teacher prior to starting field experience hours.



Build rapport with teacher candidate and host teacher.



Communicate any issues or concerns with the EDU Faculty/Course Instructor

Responsibilities of the Faculty /Instructor (Evaluations)

- ❖ Provide an Introduction letter to host teacher regarding expectations and outcomes for Teacher Candidate.
- ❖ Communicate to the Education Facilitator of any issues regarding teacher candidates' academics/attendance, etc.
- ❖ Verify teacher candidates field experience log for designated hours for course in WaterMark.
- ❖ Conducting classroom Methods sessions.

WaterMark~ Student Learning & Licensure

Here is the link for Host Teachers to approve of student hours/logs.

[Sign In | Watermark \(watermarkinsights.com\)](https://watermarkinsights.com)

Please check periodically and verify hours. If students have not been showing up for “assigned times” please reach out to Field Experience Coordinator if you have concerns.

Dispositions/Evaluations

- The purpose is to evaluate our students during their participation in field experience.
- This data will be utilized to improve student performance and to inform change in our field experience program.
- A link to the disposition form will be sent to your email at the end of the semester.

Finally, what happens when the Faculty OR Host Teacher becomes worried about the student teacher's progress?

- ❖ The Host Teacher must call/email the Education Facilitator.
- ❖ An Academic success Plan will be put in place immediately
- ❖ If no improvement is made OR the principal calls the Education Facilitator, the student teacher will be removed from their site.

Our way of saying MIIGWECH!!


Host and Cooperating Teachers will be able to register for our ED FEST for FREE!! Great opportunity to get P.D for your CEU's!


Fond du Lac Tribal and Community College
Elementary Education

ED FEST 2025


Education Pathways to Wellness
Gikinoo amaagoowin
minawaa Mino Bimaadiziwin


NEW DATE
Friday, November 7
Fond du Lac Tribal and Community College
2101 14th St, Cloquet MN

 **Register Today!**
Registration Cost: \$70
Pre-registration is required.



<https://link.fdlcc.edu/EDFest2025Registration>

 **Learn More:** <https://link.fdlcc.edu/EDFest>
Questions: Tara Graves, tgraves@fdlcc.edu



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Questions??

Any further questions or concerns...

Tara Graves

FDLTCC Education Program Facilitator

218-879-0 701 | tgraves@fdltcc.edu



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For your time, classroom, experience and providing the best to our future inspiring educators!!