

**Department of Health and Human Performance – UW-River Falls**

Dear Physical Educator,

Thank you for agreeing to provide our student(s) with the opportunity to work with you in your school this semester as part of the requirements for **T ED 435 Secondary Physical Education Techniques.** This is the one of the ending courses in teacher preparation taken by Health and Physical Education majors. We believe it is important to expose students in the program to the daily routines and numerous professional responsibilities of Physical Educators. Obviously, this is an experience we could not provide without your help and we want you to know how much we **appreciate** your contribution to their development as aspiring physical educators.

I have included a few reminders below that may clarify the nature of the experience and my expectations for our students:

1. This experience is to **actively engage** students to Physical Education within the school and community settings. Students do additional field experiences at the elementary and secondary level prior to student teaching. The students during this clinical field experience will work with you as a ACTIVE teaching assistant and hopefully **teach a minimum of three lessons**. They will help you with the managerial aspects (attendance, distribution/collection of equipment), instructional activities (assisting) and student-social interactions. We have **very high expectations** for their professional behavior and attitude. Please contact me if there are any concerns.
2. Students are **required** and **expected** to present themselves professionally by dressing conservatively and acting in a courteous responsible manner each time they visit your school.
3. Students are expected to determine any applicable school policies and abide by them during visits.
4. Students must commit **to 25 hours** at your school. In order to process and reflect upon their work with you, students should report weekly (preferably twice a week) with no more than 2 hours during a given week for a minimum of 5 weeks.
5. As part of the course requirements and the Final Project, students are expected to assist, teach, take notes, ask questions, write reports, and collect systematic data during **each** school visit. Students are expected to write lesson plans during this clinical field experience for the minimum of three lessons you would like them to teach. You will need to share what skills or activities they need to include in their lesson plan. They will act as your **ACTIVE** teaching assistant in class. Please utilize them!
6. At the conclusion of EACH visit to your school, the student will ask you to initial an attendance form. You should not be asked to initial this document at a later date. In this case, visits should be repeated.
7. Students have been **instructed** to call you and myself if they are late or must **miss** a planned observation. Failure to do so will **severely** affect their grade.
8. **IMPORTANT**: This experience is part of the student’s grade. There is a Teacher Education standard evaluation form that the student will provide for you to complete by the end of the semester.

I have very high expectations for the student(s) with whom you are working. If there are ANY problems or concerns, please contact me at (715-425-3931) or James.gostomski@uwrf.edu

Thank you again for your vital contribution in this process of training future Physical Education teachers.

Sincerely,

James Gostomski

Director of Physical Education
UW-River Falls