Art Education Program Cooperating Teacher Role

The cooperating teacher is selected to assist and serve as a model for UNM Art Education student teachers. The student teaching experience provides an opportunity to work with a practicing art teacher who guides and supervises the student teacher in applying theory to practice in a school setting. Cooperating teachers are chosen based on criteria which include but are not limited to: minimum of three years teaching experience; knowledge and practice of current Art Education practices and concurrence with the Mission of the Art Education program.

UNM Art Education Mission

“The Art Education Program at the University of New Mexico prepares art professionals to meet the needs of diverse populations in the state and nation. The program supports art professionals in the examination of multiple approaches to art education: these include, but are not limited to image focused, discipline–based and issues-based art education as well as visual culture.

The undergraduate program educates students toward becoming reflective art teachers who can encourage students to create artworks in response to life experiences. The graduate program, culminating in a Master of Arts in Art Education degree, supports students with a wide range of interests. Students can focus their investigations on making and studying art in cultural, social and historical context. We believe that studying and making imagery is a lifelong pursuit for art professionals working in our diverse and visually complex society.”

Relationship with UNM Art Education Supervisor

• The cooperating teacher works in conjunction with a UNM Art Education Supervisor who visits the classroom early in the semester to dialogue with the student teacher and the cooperating teacher about mutual expectations. Additionally, the UNM supervisor visits the student teacher at least three times during the semester. The supervisor observes, evaluates and discusses the lesson as it relates to the UNM Art Education Mission with the student teacher. We appreciate your allowance of the UNM supervisor to conduct her/his observation of the student teacher without interruption.
• The cooperating teacher is encouraged and welcome to participate in the discussion between the UNM supervisor and the student teacher after the supervisor’s observation.
• The cooperating teacher will be notified in advance by the Art Ed student teacher of the UNM supervisor’s scheduled observation.

Time Frame: The cooperating teacher guides and assists the Art Ed student teacher at her/his school for the duration of 15 weeks. Art Ed student teachers begin working in the classroom during the first week of UNM classes and finish the last week of UNM classes.
Expected Responsibilities of the Cooperating Teacher

- Work with the student teacher as part of the instructional team.
- The cooperating teacher guides the student teacher into increased responsibilities in the teaching of art. Generally the student teacher observes for 3–4 weeks, co-teaches for 3–4 weeks and is ready to take over the primary teaching responsibilities for the remainder of the semester. Elementary student teachers are required to teach 10 classes/week. Secondary student teachers teach 15 classes/week. Please see the Performance Tasks and Timeline for details.
- Assist the student teacher with the outlining a semester of lesson plans that build upon one another forming one or more series of related lessons and art experience.
- Plan supervision sessions with the student teacher that enhance strengths and address struggles. Supervisory sessions need to allow for the student teacher to discuss classroom experiences.
- Inform the principal and university supervisor immediately if a serious problem arises.
- Observe the student teacher, avoid interrupting unless there is a dangerous situation and give verbal input after the student finishes the lesson.
- Maintain a record of the student teacher tardies, absences and make up sessions. Inform the UNM supervisor of consistent tardies and/or absences.
- Report to the student teacher and the UNM supervisor any unprofessional unusual incident as it relates to or involves the student teacher as soon as possible.
- Recognized that although the student teacher can and should take on the responsibilities of a teacher, the final legal authority and responsibility rests with the cooperating teacher.
- Understand that it is illegal for the student teacher to substitute teach for the cooperating teacher unless certain conditions are met. Please see page 51 in the Student Handbook for further information on substitute teaching. If absent, the cooperating teacher should notify the student teacher and provide directions concerning the student teacher’s role for the substitute.
- Complete the student teacher evaluation forms at midterm and the end of the semester. Please discuss the evaluation with the student teacher and return it to UNM. Your evaluation will be part of the grade for the student teacher.
- Complete the invoice to UNM for payment of $100.00. Return by the due date provided with the enclosed stamped envelope.

The Art Ed Program greatly appreciated the time consuming efforts taken by the cooperating teacher to assist and guide the Art Ed student teacher.