

## Cooperating Teacher Regulatory Training Modules

Thank you again for agreeing to work with our student teachers. If you have had a student teacher since September 1, 2013 from any educator preparation program in Kentucky, you are probably already trained. Once trained, always trained unless there are major regulation changes, so the rest of this email may not apply to you. However, **if you are new to this process** you will need to complete Part A (Edmodo training through EPSB), Part B Co-teaching, and Part C on university specific requirements/procedures.

**PART A Edmodo** with EPSB (see attachment or visit the website link provided)

Part A - <http://www.epsb.ky.gov/mod/page/view.php?id=14>

Scroll to the “Required Co-Teacher Training”; read directions and log into Edmodo.

The most often missed step in the Part A training is notifying Sharon Salsman when you complete the quiz –

When you score a 15/15 (100%), please send an email to [sharon.salsman@ky.gov](mailto:sharon.salsman@ky.gov) and include the following details.  
**Subject Line: Edmodo Assessment Confirmation** (This must be the specific wording in the subject of the email.)

**Body: Your full name**

**EPSB ID#**

Once we receive this information, a Certificate of Completion will be sent to your email address.

**PART B CO-TEACHING:** You will need to follow the link provided here and complete the session.

Part B - <http://www.epsb.ky.gov/mod/page/view.php?id=476>

Send an email to [clhamilton@campbellsville.edu](mailto:clhamilton@campbellsville.edu) after you have successfully completed this one-time training with a written statement and I will submit your name to EPSB as a completer. **Your message must include:**

- Subject line: Part B Completed
- a statement verifying that you have reviewed all the material in the training module. The statement may be as simple as: “I am writing to verify that I have reviewed all the material in this training module”.
- a brief narrative describing at least one idea gleaned from the training module to use when supervising student teachers.

**PART C with CU**

<https://www.campbellsville.edu/academics/schools-and-colleges/school-of-education/student-teaching/>

All trainings have to be complete before the student teachers start the first day of school for the term. Please contact me with any questions of needs. I am very happy to be working with you in this process.  
[clhamilton@campbellsville.edu](mailto:clhamilton@campbellsville.edu) Work: 270-789-5166 Personal: 270-699-1693