




Center for Teacher Education

Pre-Internship
Teacher Candidate &
Mentor Teacher Orientation

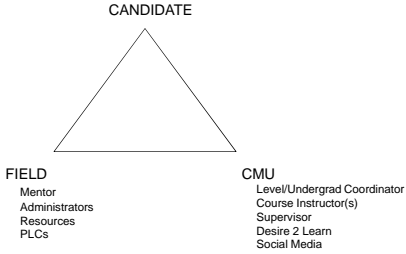
January 9, 2017

Purpose of the Meeting

- To review the details of your pre-internship teaching experience
- To review the role and responsibilities of the intern, mentor teacher, supervisor, and level coordinator



Communication



CANDIDATE

FIELD
Mentor
Administrators
Resources
PLCs


CMU
Level/Undergrad Coordinator
Course Instructor(s)
Supervisor
Desire 2 Learn
Social Media



Professionalism

- Dispositions
- Attendance and Punctuality
 - Notify mentor and level coordinator
 - Record on program time log
- Dress
- Communication
 - Oral
 - Written
 - Social Media/Cell Phones
- Attitude


** See handbook for more details



Pre-Internship

Overview


- START and END with school district calendar – **not** by hours completed or CMU calendar
- Balance between coursework, observation, and working with students.
 - First methods courses
 - Full load
- Pre-interns spend time in the classroom building relationships with mentors and students
- Learning the classroom routines and the logistics of the school



Pre-Internship

Observations & Evaluations


- Observation – CMU Faculty
 - Minimum 2 formal lesson observations
- Lesson Observation – Mentor Teacher
 - Some courses may require formal lesson observations
- Pre-Interns are expected to have written lesson plans for any lesson they teach
- Evaluations (Pre-intern and Mentor)
 - Midterm and Final
 - Scoring



Pre-Internship

Field Paperwork Due (see checklist)

- Schedule
 - All secondary must set a regular schedule within two weeks and provide copies to mentor teacher **and** undergraduate coordinator (acackler@coloradomesa.edu)
- Evaluations (Pre-Intern and Mentor)
 - Midterm and Final
- Time Log
 - Pre-interns log hours and absences (daily/weekly)
 - Mentor’s signature is required on time log
- Growth Plan
 - Candidates and mentors will fill this out together at the end of the pre-internship semester



Pre-Internship

Guidelines for Continuing into Internship

To continue in this placement and into student teaching, pre-interns must:


- Pass content area exam (Praxis II or PLACE)
- Pass all EDUC courses with a “B” or better
- Maintain overall and content minimum GPA of 2.8 (Secondary English candidates must have a 3.0 in their upper-division content area)
- Submit evidence of current CPR/FA training
- Internship Requirements—**Due by April 3rd**

*See handout “Guidelines for Continuing into Internship”



Internship Important Dates

- **Fall 2017 Orientation** (*with mentor*)
 - **August - TBA**
- **Fall 2017 Colloquia** (Intern attendance required)
 - Colloquium 1 – **September TBA**
 - Colloquium 2 – **November TBA**
- **Portfolio Due: Set by Advisor**
- **Final Intern Presentation Date**
 - Set by Advisor



@mavs.coloradomesa.edu

- The Center for Teacher Education uses students' CMU email to share important information
- It is **the student's responsibility** to monitor his/her CMU email account:
student@mavs.coloradomesa.edu

*Check your email daily!
You do not want to miss deadlines.*



Contact Information

Dr. Blake Bickham, Department Head of Center for Teacher Education
248-1729 bbickham@coloradomesa.edu

Dr. Lisa Friel, Elementary Coordinator
248-1106 lfriel@coloradomesa.edu

Dr. Cynthia Chovich, ITL Coordinator
248-1462 cchovich@coloradomesa.edu

Dr. Jennifer LaBombard-Daniels, K-12 Coordinator
248-1413 jendanie@coloradomesa.edu

Dr. Nancy Alex, Secondary Coordinator
248-1517 naalex@coloradomesa.edu

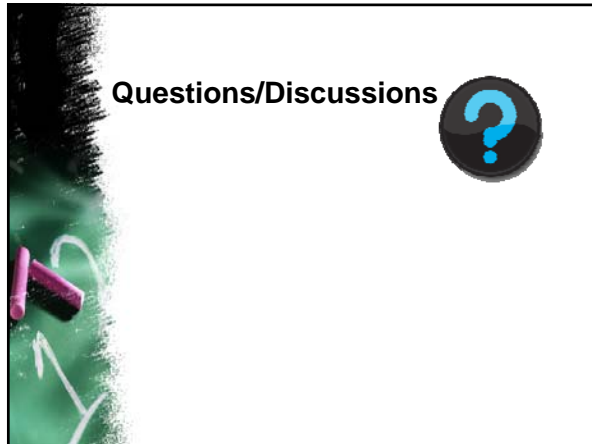
Denise Hoctor, Distant Learning Coordinator
248-1705 dhoctor@coloradomesa.edu

April Cackler, Undergraduate Program Support Coordinator
248-1732 acackler@coloradomesa.edu




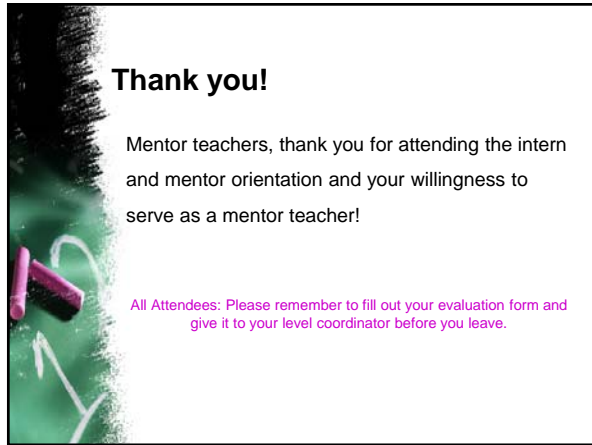
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Questions/Discussions





Thank you!

Mentor teachers, thank you for attending the intern and mentor orientation and your willingness to serve as a mentor teacher!

All Attendees: Please remember to fill out your evaluation form and give it to your level coordinator before you leave.
