




Center for Teacher Education

Internship
Teacher Candidate &
Mentor Teacher Orientation

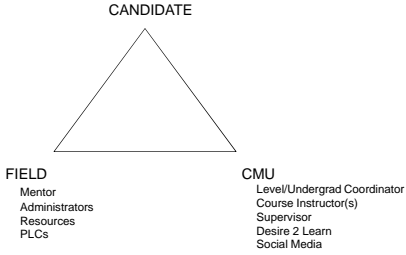
January 10th, 2018

Purpose of the Meeting

- To review the details of your 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 detail



Internship

Overview


- One full semester
 - START and END with school district calendar – **not** by hours completed or CMU calendar
- An opportunity for student teachers to apply what they have learned
- Intensive induction experience
- Student Teacher:
 - Your primary responsibility is to complete CMU program requirements. Stay connected through D2L, colloquia, and email.
 - You have learned the theory of teaching. Now you will have the opportunity to develop the art of teaching.



Internship

Expectations

- Team Teaching Model
- **Gradual** phase-in, 8-10 week lead role, phase-out (see recommended timeline)
- Lesson Plan
 - Interns are expected to have written lesson plans for every lesson they teach
 - Mentor teacher should review the lesson plans prior to the lesson being taught
 - Supervisors will be doing spot checks on past lesson plans
- Pre/Post Unit Data
 - Interns will be collecting pre/post data on student learning for the Final Internship Presentation (FIP)
- Interns should not be left alone in the classroom
- Interns cannot be substitute teachers




Internship

Observations & Evaluations

- Lesson Observation – CMU Supervisor
 - Minimum of 4 observations
- Lesson Observation – Mentor Teacher
 - Recommended 2-4 formal observations for student feedback and documentation
- Evaluations (Intern, Mentor, & Supervisor)
 - Midterm
 - Final
 - Midterm/Final Signature Page
 - Final Internship Presentation (FIP)

Grading


- CMU faculty assign final grades based on Supervisor evaluations, student performance, and internship requirements.



Internship

Final Intern Presentation (FIP)


- Student's opportunity to demonstrate their teaching effectiveness within their placement classrooms
- PowerPoint presentation of pre/post data for all units taught
- Guidelines can be found on the Student Resource page on the CTE website or at <http://www.coloradomesa.edu/teacher-education/resources/undergraduate.html>



Internship

Evaluation by Supervisor


- Scheduled visits – usually one per month
- Formal typed lesson plan and observation targets must be emailed to supervisor PRIOR to visit
- Portfolio should be available for review at each visit
- Past lesson plans should be available for review at each visit



Internship

Portfolio


- Students' opportunity to demonstrate that they are meeting the InTASC standards and Colorado Teacher Quality Standards
- Students should work on their portfolios outside of school hours
- Portfolio guidelines and forms can be found on the Student Resource page on the CTE website: <http://www.coloradomesa.edu/teacher-education/resources/undergraduate.html>



@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.



Important Dates

- **Colloquia**
 - Colloquium I: *now integrated into EDUC 475 or 499*
 - Colloquium II: *Wednesday, March 21st*
 - **edTPA or Portfolio Due: see timeline**
- **Final Intern Presentation Date**
 - *Finals week*
- **Teacher Education Fair**
 - Thursday, March 29, 2018:
 - Time: 8am to 5pm in the University Center
 - Interview with possible employers
 - Registration is free for CMU teacher candidates and graduates
 - <http://www.coloradomesa.edu/career/students/fairs/teacher.html>

Contact Information

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- **April Cackler**, Undergraduate Program Support Coordinator *(Specializes in field placement, student teaching progress monitoring and communication, and program reporting)*
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- **Mary Kienietz**, Administrative III Support *(Specializes in undergraduate program admissions, mentor, supervisor and other contracts and spend, CEU, and licensure authorization)*
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Follow Us

- **Website** 
 - www.coloradomesa.edu/teachered
 - All forms are located on the CTE website on the Student Resources page
- **Twitter** 
 - @cmuctesec
- **Like us on Facebook**  Find us on Facebook
 - <https://www.facebook.com/pages/Colorado-Mesa-University-Center-for-Teacher-Education/118936204936644>

Questions/Discussions

