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
Agenda

- Welcome and Introductions
- Overview of Pre-Internship Requirements and Expectations
- Overview of Methods’ Courses
- Questions/Discussion
- Meet your supervisor
- Contact Information

Expectations

- Team Teaching Model
  - Learners come 1st
  - Student Teachers should not be left alone in the classroom
  - Student Teachers cannot be substitute teachers
  - Guide TCs through reflective practice: the why, how, what & when of teaching
  - Mentor Resources: [https://www.coloradomesa.edu/teacher-education/mentors.html](https://www.coloradomesa.edu/teacher-education/mentors.html)

- Program Supervisor:
  - Facilitates strong triad relationship between intern, mentor and program.

- Student Teacher:
  - It is your responsibility to complete ALL CMU program requirements. Stay connected through D2L, colloquia, email, and the CTE [website](https://www.coloradomesa.edu/teacher-education/mentors.html).
  - You have learned the theory of teaching. Now you will have the opportunity to develop the art of teaching!!!
Professionalism

- **Dispositions:** see Professional Dispositions Form
- **Attendance and Punctuality**
  - Notify mentor and program coordinator of issues
  - Record on program time log
    - Absences are generally not acceptable.
    - An Absence Form must be submitted for all absences.
- **Dress:** Remember this is a yearlong interview. No denim. You WANT to look like the responsible adult in the room.
- **Communication**
  - **Oral:** Express yourself thoughtfully with appropriate language.
  - **Written:** Be mindful of your audience. Emails can be forwarded. Proofread.
  - **Social Media/Cell Phones:** See pg. 8 of the Intern Handbook
- **Attitude:** As this is a yearlong interview, all impressions are important. TQS 4: Teachers demonstrate professionalism through ethical conduct, reflection, and leadership.

Pre-Internship Overview

- **START and END with school district calendar — not by hours completed or by CMU calendar**
- **Balance between coursework, observation, and working with students.**
  - First methods courses
  - Full load
  - Should NOT be teaching a lot
- **Team Teaching:** 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/Supervisor
  - 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 Paperwork

Field Paperwork Due (see timeline)

- Schedule
  - All secondary must set a regular schedule within two weeks and provide copies to mentor teacher and undergraduate coordinator (achandler@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:

• Complete CDE background check and district requirements at the beginning of placement
• Turn in evidence of current CPR/FA certification
• Pass content area exam (Praxis II)
  • See Required Licensure Testing website for more information
• Pass all EDUC courses with a “B” or better
• Maintain overall and content GPA of 2.8 or higher

*See handout “Guidelines for Continuing into Internship”

Internship Requirements

• Spring 2020 Colloquia
  – Intern attendance required (interns only)
  – Colloquium – November TBA
• Field Evaluation
  – Field Evaluations:
    • Completed with intern, mentor, & supervisor at midterm and final
  – Lesson Plans:
    • Interns are expected to have written lesson plans for every lesson they teach
    • Lesson plans are submitted to supervisor prior to observation
    • During internship, supervisors will complete 4 formal observations
• edTPA
  – edTPA is a National performance-based assessment for teacher candidates.
  – edTPA Lesson Segment:
    • Interns will plan, instruct (video), assess and analyze student learning
  – Submission Date – October TBA*

* TCs: check D2L and CMU email this fall for specific dates and times.
@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

Program Advisors:
- Dr. Blake Bickham, Department Head, Center for Teacher Education and Secondary Advisor
  248-1729 bbickham@coloradomesa.edu
- Dr. Nick Bardo, Science/Social Studies Methods/ K-12 Coordinator
  248-1953 nbardo@coloradomesa.edu
- Dr. Cynthia Chovich, ITL Coordinator
  248-1462 cchovich@coloradomesa.edu
- Dr. Lisa Friel-Redifer, Elementary Coordinator
  248-1106 lfb@coloradomesa.edu
- Denise Hoctor, Distant Learning Coordinator
  248-1705 dhoctor@coloradomesa.edu

Program Support Personnel:
- April Chandler, Undergraduate Program Support Coordinator
  (Support in field placement; student teaching progress monitoring and communication; & program reporting)
  248-1732 achandler@coloradomesa.edu
- Mary Kienietz, Administrative III Support
  (Specializes in undergraduate program admission; mentor, supervisor and other contracts; and stipend, CEU, and licensure authorization)
  248-1786 mkieniet@coloradomesa.edu
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  – www.coloradomesa.edu/teachered
  – All forms are located on the CTE website on the Student Resources page

• Twitter
  – @cmuctesec

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  – https://www.facebook.com/pages/Colorado-Mesa-University-Center-for-Teacher-Education/118936204936644

Questions/Discussions
Thank you!

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