**Student Teaching 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
- Semester Schedule
  - Gradual phase-in → lead role (8-10 weeks for Art; 4 weeks in each placement for PE & Music) → phase out
  - For more details on pacing, see the [recommended timeline](#).
  - For an observation overview see the [visitaton timeline](#).

**Expectations**

- Team Teaching Model
  - Learners come 1st
  - Interns should not be left alone in the classroom
  - Interns cannot be substitute teachers
  - Guide intern 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 [Field Resources](#) page.
  - 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: Professional dress required. 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: This is a yearlong interview. All impressions are important.
  TQS 4: Teacher's demonstrate professionalism through ethical conduct, reflection, and leadership.

COVID Considerations

• Safety Protocols
  – Teacher Candidates (TCs) expected to follow guidelines of school district.
  – CTE/CMU requires TCs to wear masks while indoors at all times.
  – Candidates on campus will regularly be completing a CMU symptom tracker and will be notified if there is a possible exposure on campus. (For the most part, TC will be in classes only with other TCs.)
  – Full CMU Safe Together, Strong Together plan at: https://www.coloradomesa.edu/covid-19/return-to-campus.html
• Distance Education Provisions
  – Should your district need to go to a distance learning format, CDE has approved TCs completing field hours in this environment. See https://www.cde.state.co.us/educatortalent/educatortalentcovid19faq
• Field Supervision
  – University Supervisors may choose to supervise face to face (our traditional approach) or from a distance, and will be prepared to pivot to online.
  – We gained experience last semester with supervisors observing recorded lessons, live sessions on ZOOM, etc.
  – University Supervisors are also participating in CMU screening and are also required to wear masks indoors.
Observations - Internship

• Lesson Observation – CMU Supervisor
  – Minimum of 4 observations
  – Formal typed lesson plan must be emailed to supervisor PRIOR to visits

• Lesson Observation – Mentor Teacher
  – Recommended 2-4 formal observations for student feedback and documentation

• 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

Evaluations

Grading
• CMU faculty assign the final Grades
• Grades are based on supervisor evaluations, student performance, and internship requirements.

Field Evaluation
• Field evaluations are completed with the intern, mentor, & supervisor at midterm and final
  • Intern Field Evaluation Form
    – Midterm and Final (one form) – Conferences
    – Follow the Colorado Teacher Quality Standards
    – Recommend a working copy throughout the semester
    – Notes for ongoing evidence
  • Midterm/Final Signatures Page
    – Second Page of Field Eval. Form
    – Must be signed at midterm & final

FIP & Portfolio
• K12 Final Intern Presentation – demonstrate effectiveness in classroom
• K12 Portfolio – demonstrate standards based teaching in classroom
K12- FIP & Portfolio:

K12 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 https://www.coloradomesa.edu/teacher-education/documents/FIPGuidelines9-12.pdf
- An evaluation rubric can be found at https://www.coloradomesa.edu/teacher-education/documents/FIPRubric9-12.pdf
- Presented During Finals Week (December 9-12th) Date and Time TBD

K-12 Portfolio

- Students' opportunity to demonstrate that they are meeting the InTASC 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: https://www.coloradomesa.edu/teacher-education/undergraduate.html

Contact Information

K12 Program Advisor & Orientation Host
- Dr. Nick Bardo, Science/Social Studies Methods/ K-12 Coordinator ● 248-1953 nbardo@coloradomesa.edu

Other Program Advisors/Instructors:
- Dr. Blake Bickham, Department Head, Center for Teacher Education and Secondary Advisor 248-1729 bbickham@coloradomesa.edu
- Dr. Cynthia Chovich, ITL Coordinator 248-1462 cchovich@coloradomesa.edu
- Dr. Lisa Friel-Redifer, Elementary Coordinator 248-1106 friel@coloradomesa.edu
- Denise Hector, Distant Learning Coordinator 248-1705 dhector@coloradomesa.edu
- Dr. Ann Gillies, ECSE & SPED Program Coordinator 248-1924 agillies@coloradomesa.edu
- Mark Schmalz, Educational Leadership Program Coordinator 248-1419 mschmalz@coloradomesa.edu

Program Support Personnel:
- April Chandler, Program Support Coordinator (Support in field placement, student teaching progress monitoring and communication, graduate admission & program reporting) 248-1732 achandler@coloradomesa.edu
- Mary Kienietz, Administrative III Support (Specializes in undergraduate program admission, mentor, supervisor and other contracts, stipend, CEU, and licensure authorization) 248-1786 mkienietz@coloradomesa.edu
Important Dates

• Colloquium: November TBA @ 5:00

• K12 Portfolio Deadline:
  – November ??? to Supervisor for review
  – December 1st to D2L for final submission to Coordinator

• K12 FIP Deadline:
  – December 1st upload PPT to D2L for Comments from Coordinator
  – Final presentation – Week of December 7th

• Teacher Education Fair
  – Thursday, March 2021:
    • 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

• Final Mentor/Supervisor Evaluation: by first week in December