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 visitation 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](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](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 (May 17-20) 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

### Important Dates

- **Portfolio Workshop:** February TBD (zoom)
- **Colloquium:** TBD - November
- **K12 Portfolio Deadline:**
  - May 2nd to Supervisor for review
  - May 9th to D2L for final submission to Coordinator
- **K12 FIP Deadline:**
  - May 9th upload PPT to D2L for Comments from Coordinator
  - Final presentation – Week of May 17th (virtually)

**Teacher Education Fair**
- Spring 2021 – TBD
  - 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 May