

SPRING SEMESTER 2019: Post-Bacc Elementary, PreK-12, and SPED

Week	Dates	Calendar	Formal Observation	Tasks
1	Jan 14 – 18 Placement #1	Orientation to the classroom Assist teacher as appropriate (daily routines, teaching part of a lesson, working with students) Observe MT teaching, assisting in all class periods, and team-teach or introduce one lesson each day		Video and Video Self-Assessment by Feb. 22
2	Jan 21 - 25	Responsibility for teaching at least one block. Continue to assist with daily routines.	#1 by the end of week 2	
3	Jan 28 – Feb 1	Be responsible for all aspects of the planning/teaching/assessment process for at least 75% of responsible teaching time for at least 3 consecutive weeks.	#2 by the end of week 6	
4	Feb 4 – 8			
5	Feb 11 – 15			
6	Feb 18 – 22			
7	Feb 25 – Mar 1	Begin returning responsibilities to the mentor teacher while continuing to assist and work with students.	Transition	Mid-placement Evaluation completed by Intern and Mentor Teacher by Feb.22 Midterm Conference by Mar. 1
1	Mar 4 – 8 Placement #2	Orientation to the classroom Assist teacher as appropriate (daily routines, teaching part of a lesson, working with students) Observe MT teaching, assisting in all class periods, and team-teach or introduce one lesson each day		First Submission of Impact Study due by April 12.
2	Mar 11 – 15	Responsibility for teaching at least one block Continue to assist with daily routines.	# 3 by the end of the week 2	
3	Mar 18 - 22	Be responsible for all aspects of the planning/teaching/assessment process for at least 75% of responsible teaching time for at least 3 consecutive weeks	#4 by the end of the week 6	
4	Mar 25 - 29			
5	Apr 1 - 5			
6	Apr 8 - 12			
7	Apr 15 – 19 Or Apr 22 - 26	Begin returning responsibilities to the mentor teacher while continuing to assist and work with students.	Transition Final Assessment	

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				before April 26
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Final Impact Submission due by Monday, April 29 (The first day of exams)

****Please note:** If there is sustained poor weather with the assigned school not in session, adjust the due dates appropriately**

****Each time an evaluation is completed, the Professional Competencies should also be completed****

Spring Breaks:

- Spotsylvania County, Fredericksburg City: April 22 – 26
 - Intern Last Day for Semester: April 19
- Stafford County, Prince William County: April 15 – 19
 - Intern Last Day for Semester: April 26
- King George County: April 15 – 19, 22
 - Intern Last Day for Semester: April 26

February 1, 2019 - All Interns report to Stafford Campus for a MANDATORY Professional Development Day

Reminders:

If you are ill and cannot attend school, <u>you must call your MT first and then contact your US prior to the beginning of the school day.</u> You must make arrangements to get your lesson plans to school if you cannot be there.	You will complete three self-assessments during your full time student intern experience: a mid-placement self-evaluation, a final self-evaluation and a videotaped self-evaluation. You be required to review these self-assessments with your MT and US.
Write out complete lesson plans and <u>have them approved by the MT well in advance of the lesson.</u>	Maintain a weekly time sheet of your hours and activities in the school. This time will be submitted to the COE at the end of the semester.
Submit 2 -3 goals each week to your US and MT. <u>Consult with your MT and US on your goals.</u>	Maintain a folder/binder for your MT and US. This may be electronic or in hard copy at the discretion of your US.
Any intern who misses more than one full day of clinical experience due to illness or other unforeseen emergencies must make up the time missed.	Attend all faculty meetings, back to school/conference nights, and professional development days. (with MT's permission)