EDU 250 – INTRODUCTION TO TEACHER EDUCATION (HONORS)

COURSE DESCRIPTION: EDU 250 is an introductory course to a career in education. All students who may be interested in teaching K-12 education should enroll. Any students who are specifically interested in teaching middle grades only should enroll in MGE 275. Students will acquire basic knowledge of teacher ethics, career awareness, student diversity, and curriculum. Field experiences are required. **Students are responsible for arranging their own transportation to designated or assigned sites.** (3 credit hours)

RATIONALE: EDU 250 is a prerequisite for further study in teacher education. This course provides an awareness of the role of the teacher in the classroom, school, and community. This course will guide the student in choosing an appropriate career path while deciding: *Is teaching the career for me?*

LOGISTICAL INFORMATION:

- **INSTRUCTOR:** Mrs. Melissa Rudloff, SKyTeach Master Teacher
- **OFFICE LOCATION/HOURS:** TCCW 100A, office hours by appointment
- **CLASS LOCATION/DAY/TIME:** GRH 1089, T/Th, 11:10-12:30
- **CONTACTING INSTRUCTOR:** The preferred method of contact is email (melissa.rudloff@wku.edu). If a student has a critical need, he/she may call or text the instructor at 270-535-5886. Please leave a message that identifies student and details. If any student needs a face-to-face meeting, please contact instructor via email to request a meeting and list 3 times/days for availability.
- **REQUIRED TEXTBOOK:** Powell, Sara Davis. (2014). (3rd Ed.). *Your Introduction to Education: Explorations in Teaching.* (loose-leaf version with Pearson etext – Access Card Package recommended) NY: Pearson. *Additional readings or assignments may come from the instructor.*
- **ADDITIONAL MATERIALS:**
  1. $20 check or money order made payable to the Kentucky State Treasurer for a criminal background check.
  2. Self-addressed stamped envelope.
  3. Physical and Negative TB Skin Test (due to Office of Teacher Services with copy given to instructor no later than Tuesday, February 10)

ABOUT THE COURSE:

- **COURSE GOAL:** The goal of this course is to explore information on educational issues and trends, background and history, and legal and financial considerations pertinent to choosing a career in education.
• **STUDENT OBJECTIVES:** After successful completion of EDU 250, the student should:
  
1. discover that schools and classrooms are unique settings
2. develop awareness of the role of a teacher in a successful classroom and school
3. express critical thinking about educational topics through reading, writing, and speaking
4. build knowledge of schools and public education that will help him/her be a more informed citizen
5. demonstrate professionalism (a critical attribute of an educator) through the ability to write and speak with correct grammar and spelling
6. evaluate current educational trends, issues, etc. such that he/she can make an informed decision about pursuing a career in education

• **COURSE TOPICS:**
  
- Teachers and Schools
- Student Similarities and Differences
- Curriculum and Instruction
- Assessment and Accountability
- Positive and Productive Learning Environments
- History of Education in the U.S.
- Philosophical Foundations of Education in the U.S.
- The Societal Context of Schooling in the U.S.
- Ethical and Legal Issues in U.S. Schools
- Governing and Financing Public Schools in the U.S.
- Developing Professionalism

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**COURSE REQUIREMENTS:**

• **BLACKBOARD ACTIVITY FOR TEACHER ADMISSIONS:** Students are required to complete a Blackboard activity called ‘Introduction to Teacher Education’ PRIOR to attendance at one of the Orientation meetings described below. The activity is self-directed. You will be provided a brief video tutorial followed by informational forms. This sequence continues until completion of the entire activity. You will need to read carefully and to remember the information in preparation for completion of a quiz over the material. You must achieve a score of 85% on the quiz. You may re-read the material and re-take the quiz as many times as necessary to achieve the passing score. When you have successfully completed the quiz with a score of 85% or above, you will need to print your score confirmation and bring it to the Orientation to Teacher Education Meeting you attend. The copy of your quiz score will serve as your entry ticket to the meeting and will then be filed in your Teacher Education folder to indicate satisfactory completion of this requirement. Follow the directions below to complete the Blackboard activity:

1. Log onto Blackboard and go to “My Organizations” and click on “Intro to Teacher Education.”
2. Please read all announcements. Next you will click “Start Here” which is located on the left side of the screen.
3. Follow the directions on the screen. You will need to have Quick Time downloaded on your computer to view the videos.
4. Once you have completed the introduction video and printed/studied all the forms, click on “Exam” on the left side of the screen. Then you will click on “Introduction to Teacher Education Exam.” Remember that you must obtain at least an 85% or higher on the exam in order to attend the Teacher Admissions Orientation Meeting.

5. Once you have completed the exam with an 85% or above, you will need to click on “My Grades” which is located on the left side of the screen.

6. Click on the blue highlighted score to bring up the screen that shows your name and that you have taken the exam.

7. Print and bring exam results (results with your name) to the Teacher Admissions Orientation meeting you choose to attend. You will not be admitted to the Orientation meeting without proof of successful completion of the Blackboard activity.

- **ATTENDANCE AT TEACHER ADMISSIONS ORIENTATION MEETING:** All students who wish to enter the teaching profession AND CONTINUE IN EDU 250 must attend an orientation meeting. Only students who meet all the criteria for admission will be admitted to Teacher Education. See the schedule below and plan to attend one of these meetings:

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, February 6</td>
<td>2:00-4:00 pm</td>
<td>Gary Ransdell Hall</td>
<td>Auditorium</td>
</tr>
<tr>
<td>Thursday, February 19</td>
<td>2:00-4:00 pm</td>
<td>Gary Ransdell Hall</td>
<td>Auditorium</td>
</tr>
<tr>
<td>Thursday, February 26</td>
<td>5:00-7:00 pm</td>
<td>Gary Ransdell Hall</td>
<td>Auditorium</td>
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</tbody>
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- **FIELD OBSERVATIONS:** Students are required to document at least 15 hours of classroom observations.

- **CRITICAL PERFORMANCES COMPLETION/UPLOAD:** Students are required to successfully complete and upload to his/her electronic portfolio two (2) critical performances. Final grades will not be sent to the registrar until this requirement has been met.

- **DOCUMENTATION FOR TEACHER SERVICES:** The following documents must be on file in the Office of Teacher Services prior to any classroom observations:
  - A clear criminal report from the KY State Police Records Section in Frankfort;
  - Proof that a physical examination has been completed and that the student is free of communicable diseases and any physical or mental disabilities that would interfere with the performance of duties expected in field placement;
  - A negative report from a test for tuberculosis.

  Expenses incurred for these documentations are the responsibility of the student.

**NO EDU 250 STUDENT CAN PASS THIS COURSE IF ANY ITEM ABOVE IS MISSING, UNDONE, OR INCOMPLETE.**

If you have questions regarding Teacher Admissions, please contact the Office of Teacher Services located in GRH, Room 2052 or call Cindy White at 270-745-6571.
COURSE ASSIGNMENTS, EXPECTATIONS, AND GRADING SCALE:

Tasks listed below will be assessed according to guidelines and rubrics distributed in class. All assignments are due by the deadline listed on the assignment. Late work may be accepted at the discretion of the instructor for a reduced grade.

<table>
<thead>
<tr>
<th>DESCRIPTION OF TASK</th>
<th>% OF FINAL GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical performances (2)</td>
<td>20%</td>
</tr>
<tr>
<td>Observation Journal (1)</td>
<td>10%</td>
</tr>
<tr>
<td>Exams (3)</td>
<td>30%</td>
</tr>
<tr>
<td>Quizzes (7)</td>
<td>10%</td>
</tr>
<tr>
<td>Class activities (during and between classes)</td>
<td>10%</td>
</tr>
<tr>
<td>Class projects and long-term assignments</td>
<td>10%</td>
</tr>
<tr>
<td>Professionalism/Attendance/Participation</td>
<td>10%</td>
</tr>
</tbody>
</table>

A = 93-100%, B = 85-91%, C = 77-84%, D = 70-76%, F = 69% or below

PROFESSIONALISM: Each student is expected to demonstrate a high level of professionalism as evidenced by the following behaviors:
*regular and punctual attendance to each class meeting (missing 2 classes or accumulating 4 tardies may result in a letter-grade reduction in final grade)
*prepared and actively engaged for class discussions, activities, and assignments
*meeting deadlines for all tasks/assignments
*demonstrate commitment to higher-order learning, thoughtful classroom discussions, and assignments reflecting application of course content at high levels of insight

In-class activities and quizzes will not be able to be made up. Make every effort to attend EVERY class. If an extenuating circumstance arises that keeps a student from attending class, he/she is expected to notify the instructor prior to the absence and provide adequate documentation for the absence. It will be at the instructor’s discretion to extend assignment deadlines or allow make-up work.

ADDITIONAL COURSE POLICIES/INFORMATION:

• ACCOMMODATIONS: In compliance with university policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact Student Disability Services in Downing Student Union, Room 1074. The phone number is 270-745-5004. Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from Student Disability Services.

• ACADEMIC DISHONESTY: Academic dishonesty, plagiarism, cheating, or any other forms of academic offenses WILL NOT BE TOLERATED and anyone committing such acts risks strict disciplinary measures. Students who commit any act of academic dishonesty shall receive a failing grade in that portion of the coursework in which the act is detected and a failing grade in the course without the possibility of withdrawal.
• USE OF ELECTRONIC DEVICES: Cell phones, pagers, computers, and other electronic devices must be turned off and put away during class to minimize distractions to the class community. Computers may be used for class-related tasks such as note taking or presentations upon prior approval of the instructor. Any use of a cell phone or other electronic devices during exams, quizzes, or other assessed work without the instructor’s prior permission will be considered academic dishonesty and result in a grade of zero for the task(s) involved.

• GRADE REPORTING: Students should check Blackboard for posting of grades throughout the semester. Student inquiries regarding assigned grades must be addressed through a requested meeting with the instructor. No discussion of point deductions or grade assignments will take place via e-mail or in class.

• COMMUNICATION: Students are required to check his/her university email account and also Blackboard between class meetings. The instructor will periodically use Blackboard and e-mail communication to post announcements, assignments, and class information.

• INCOMPLETE GRADE: A grade of X (incomplete) is given when extenuating circumstances have kept a student from satisfactorily completing his/her requirements for the course. Incompletes must be pre-approved by the instructor.

ACADEMIC ASSISTANCE:

• THE LEARNING CENTER: The Learning Center (TLC) is a program within the Academic Advising & Retention Center (AARC) located in the Downing Student Union (DSU) A330. The mission of TLC is to promote student success, enhance student performance, and increase student retention at WKU. TLC helps students become better learners by providing tutoring, workshops, and outreach services. All TLC services are free for currently enrolled WKU students. For more information or to schedule an appointment, please contact TLC at 270-745-6254 or check out their website at www.wku.edu/tlc.

• THE WRITING CENTER: The Writing Center is located in Cherry Hall, Room 123. Writing tutors have been trained to provide helpful feedback to students in all phases of a writing project. They can help the student brainstorm ideas, structure written work, clarify purpose, strengthen support, and edit for clarity and correctness. For more information or to schedule an appointment, please contact The Writing Center at 270-745-5719 or check out their website at www.wku.edu/writingcenter.

• UNIVERSITY LIBRARIES: University Libraries offers several services for students. There is a specific librarian who works with each department on campus and students can make an appointment with their subject librarian any time for assistance with work requiring library resources (i.e. library databases, reference books, etc.). For more information or to schedule an appointment, please contact University Libraries at 270-745-6125 or email web.reference@wku.edu.

If you plan for one year, plant rice.
If you plan for ten years, plant a tree.
If you plan for one hundred years, teach.
Chinese Proverb