SMED 589 Internship Seminar

Instructor: Dr. Martha M. Day, Assistant Professor

100A Thompson Complex Central Wing
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Office Hours: By appointment only

Meeting Times/Location: Fridays, Gheens Academy Louisville, KY

Catalog Course Description: 3 credit hours. Concurrent with SMED 590, this course connects theory to practice by completing teaching tasks that demonstrate performance in Kentucky’s New Teacher Standards. This is accomplished through a Teacher Work Sample (TWS) that consists of completing seven teaching tasks in an instructional unit that teacher residents design based on JCPS curriculum and teach to their students before the end of the fall semester, while recording their work and learner results in a portfolio. The seven tasks are related to seven teaching processes that focus on student learning. They are (1) using student conceptions and context to design instruction; (2) identifying and writing measurable and student friendly learning goals aligned with Kentucky’s core content standards; (3) designing an assessment plan that includes pre-, formative, and summative assessments with adaptations for students with special needs; (4) designing instructional strategies aligned with unit learning goals and assessments addressing appropriate depth of knowledge levels and learning options for all students; (5) using formative assessments during instruction to make sound decisions; (6) collecting and analyzing the learning results data of all students and appropriate “gap” groups; and (7) reflecting on teaching and learning in the unit--describing what happened, explaining the results, and evaluating their own teaching performance. Moreover, teacher residents will analyze their teaching results and design an action research project together with the Mentor Teacher. Topics addressed include the code of professional ethics, the KTIP internship process, the TWS, collaborating with families and other professionals/agencies, and professional development.
Prerequisites: Admission to GSKyTeach. Successful completion of SMED 510 and SMED 520. Earned undergraduate degree in Physics, Chemistry or Mathematics. Admission to teacher education.

Required Text: Course Materials will be provided by the instructor.

Course Objectives:
From the Kentucky Teacher Standards
Standard 1: The teacher demonstrates applied content knowledge.
Standard 2: The teacher designs and plans instruction.
Standard 3: The teacher creates and maintains learning climate.
Standard 4: The teacher implements and manages instruction.
Standard 5: The teacher assesses and communicates learning results.
Standard 6: The teacher demonstrates the implementation of technology.
Standard 7: The teacher reflects and evaluates teaching and learning.
Standard 8: The teacher collaborates with colleagues, parents and others.
Standard 9: The teacher evaluates teaching and implements professional development.
Standard 10: The teacher provides leadership within the school/community/profession.

Course Grading: All assignments, activities, and tests are assigned a point value. Your grade will be determined by the percentage of possible points earned using the scale below.

A = 93% - 100%  B = 85% - 92%  C = 77% - 84%  D = 70% - 76%  F = Below 70%

A grade of incomplete will be given to any student who has not completed all coursework for SMED 589, including any Critical Performances to be submitted. Students cannot student teach with an incomplete grade in a teacher education course.

Instructional Methods: These will include, but not be limited to lecture, discussion, group and individual activities and projects, peer teaching presentations, simulations, readings, field experiences, and other methods as determined by the instructor.

Work Format: The specific format for different assignments will be discussed in class. In general all original work submitted for grading must be word-processed in 12 point Times New Roman font. All work submitted must have a header with the Student’s Name and the Instructor’s Name, the name of the assignment, and the date on which the work is completed. Each page must be numbered sequentially in the footer in the format of “Page x of y.” Unacceptable work will receive a reduced grade or be rejected.

Late Work: Late assignments are accepted with a 20% penalty per day. No work is accepted after 5 days without an accompanying, completed “Extenuating Circumstances Request Form” (see below). Completion and submission of the “Extenuating Circumstances Request Form” does not give the student credit for participation in any class that is missed. Makeup exams are not given. For other policies and exceptions see Attendance and Participation Policy.
Attendance and Participation Policy: Class participation is required and expected. Students who miss classes, for any reason, will not earn participation credit for days missed.

Occasionally, extenuating circumstances cause absences. These situations can cause a student to miss a deadline or exam. Extenuating circumstances include such things as SERIOUS illness, death in the family or automobile accidents on class days. A form is available to request an exception to the usual policies on missed work and missed exams. This form must be completed and given to the instructor within one class period of the absence, unless the nature of the absence makes this impossible. See the form for more details.

Cheating and Academic Dishonesty: Cheating and academic dishonesty are unacceptable. If detected, any student work involved will be assigned a grade of “0” which can result in failing the course. Student work may be checked using plagiarism detection software. Any use of a cell phone or other electronic device during tests and quizzes without the prior permission of the instructor will be considered cheating.

Plagiarism: Plagiarism is representing work taken from another source or student as your own. Plagiarized work will be assigned a grade of “0” which can result in failing the course.

Grades: Candidates for graduate degrees are required to maintain a combined average grade of B (3.0 grade point average) in all course work. Grades lower than that of C may not be used in meeting degree or non-degree requirements. Graduate students must maintain a 3.0 GPA for both degree program requirements (degree GPA) and in their overall graduate course work (overall graduate GPA). Students who fail to meet the 3.0 GPA requirements in both areas will not be awarded a degree.

Electronic Mail: When sending email, please use the subject line to state your name and the subject of your e-mail. Remember the limitations of e-mail. Questions requiring more than a sentence or two (such as “What was covered in class today?” or “How do I make a quadrant?”) are beyond the scope of e-mail. The same would be true of most special requests. In those cases please schedule an office appointment or make a phone call.

Cell Phones: Turn off all cell phones, pagers and electronic devices during class. In exceptional circumstances I will allow a student to set a cell phone to silent/vibrate and sit near the door. Speak with me should such a situation occur. Any use of a cell phone or other electronic device during tests, quizzes and other evaluations without the express permission of the instructor will be considered cheating.

Special Needs Accommodation: In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in Downing University Center. Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.
Section 1. Certified personnel in the Commonwealth:

(1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach;

(2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;

(3) Shall strive to hold the responsibilities of the education profession, including the following obligations to students, to parents and to the educational profession:

(a) To Students:

1. Shall provide students with professional education services in a non-discriminatory manner and in consonance with accepted best practice known to the educator;
2. Shall respect the constitutional rights of all students;
3. Shall take reasonable measures to protect the health, safety, and emotional well-being of students;
4. Shall not use professional relationships or authority with students for personal advantage;
5. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
6. Shall not knowingly make false or malicious statements about students or colleagues;
7. Shall refrain from subjecting students to embarrassment or disparagement; and
8. Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students. Sexually related behavior shall include such behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing or grabbing; rape; threats of physical harm; and sexual assault.

(b) To Parents

1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student;
2. Shall endeavor to understand community cultures and diverse home environments of students;
3. Shall not knowingly distort or misrepresent facts concerning educational issues;
4. Shall distinguish between personal views and the views of the employing educational agency;
5. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others;
6. Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities; and
7. Shall not accept gratuities, gifts, or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.

(c) To the Education Profession:

1. Shall exemplify behaviors which maintain the dignity and integrity of the profession;
2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law;
4. Shall not use coercive means or give special treatment in order to influence professional decisions;
5. Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualification; and
6. Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualification or those of other professionals.

Section 2. Violation of this administrative regulation may result in cause to initiate proceedings for revocation or suspension of Kentucky certification as provided in KRS 161.120 and 704 KAR 20:585.
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<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Tentative Schedule</th>
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<tbody>
<tr>
<td>Monday, August 13, 2012</td>
<td>Hilton Garden Inn</td>
<td>Syllabus &amp; Expectations; Introduction to the TWS; Contextual Factors presentation</td>
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<tr>
<td>Friday, August 31, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Contextual Factors DUE; Contextual Factors Critique Session; Learning Goals presentation; Revised Bloom’s Taxonomy; Cognitive Complexity</td>
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<tr>
<td>Friday, September 14, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Learning Goals DUE; Design for Instruction presentation</td>
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<tr>
<td>Friday, October 12, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td><strong>TEACH TWS UNIT BETWEEN THE DATES OF October 1st and November 2nd, 2012</strong></td>
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<td>Legal Issues In Education Presentation</td>
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<td>Friday, November 2, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Discussion on Analysis of Student Learning &amp; Reflection</td>
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<td>Friday, November 16, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Analysis of Learning AND Reflection DUE; Complete TWS DUE; Action Research Requirements</td>
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<td>Friday, November 30, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Action Research Requirements</td>
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<tr>
<td>Friday, December 7, 2012 8am-11am</td>
<td>Gheens Academy</td>
<td>Final Copy of TWS Due (2 hard copies and 1 electronic copy of TWS); End of Semester Checkout Meetings</td>
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