Western Kentucky University

Special Education
School of Teacher Education

SPED 595
Advanced Internship in Exceptional Education

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Western Kentucky University
Bowling Green, KY 42101

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Or by Appointment
Phone: 270.745.3746

E-mail is the best way to contact me. In order for me to identify that your email is urgent, you must put the course number and your name on the subject line. 595_YourName

Policy for Services for Students with Disabilities:
Students with disabilities who require accommodations (academic adjustment and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services, DUC A-200 of the Student Success Center in Downing University Center. The OFSDS telephone number is: (270) 745-5004 for both voice and TDD users.

Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services. However, if you are having difficulty with the materials or assignments, do not hesitate to contact me. gail.kirby@wku.edu

*This syllabus was modified for fall 2011*
Items and information such as textbooks required, topic order and assignments are subject to change each semester or during the semester when needed, due to schedules and updating of information etc. Please do not work from a syllabus from a previous semester.
Prerequisites:
You must have passing Praxis II Scores prior to admission to class.
Instructor permission.

Course Description:
Capstone course for certified teachers in an appropriate setting for development of advanced instructional skills and experience for teaching LBD or MSD P-12 students. These settings will vary according to student background and are made with advisor approval.

Course Rationale:
Candidates are previously certified teachers employed in appropriate educational settings for individuals working on an advanced degree in Exceptional Education. This experience requires 70 hours of field-based experiences with students with Learning and Behavior Disorders (LBD), or Moderate to Severe Disorders (MSD). This course also supports the University’s mission of Increasing Student Learning and Improving Institutional Effectiveness. Student learning is increased through the supervision of instruction. The University's effectiveness is improved by producing better-trained teachers in a critical shortage area at the graduate level.

Standards Addressed in this Course:
Find full explanation of Kentucky's Advanced Teacher Standards at:
http://www.kyepsb.net/teacherprep/standards.asp
Comparison of Council for Exceptional Children Advanced Teaching Standards and Kentucky Advanced Teacher Standards:

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<thead>
<tr>
<th>Objective #</th>
<th>CEC 2013 Advanced Standards</th>
<th>KY Advanced Teacher Standards</th>
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<tbody>
<tr>
<td>1- Assessment</td>
<td>2. Designs/Plans Instruction</td>
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<td>5. Assessment</td>
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<td>7. Reflection</td>
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<td>2- Curricular Content Knowledge</td>
<td>2. Designs/Plans Instruction</td>
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<td>5. Assessment</td>
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<td>7. Reflection</td>
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<td>3- Programs, Services, and Outcomes</td>
<td>1. Content Knowledge</td>
<td>1. Content Knowledge</td>
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<td>2. Designs/Plans Instruction</td>
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<td>3. Learning Climate</td>
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<td>6. Technology</td>
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<td>10. Leadership</td>
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<td>4- Research &amp; Inquiry</td>
<td>3. Learning Climate</td>
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<td>5- Leadership and Policy</td>
<td>3. Learning Climate</td>
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<td>5. Assessment</td>
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<td></td>
<td>10. Leadership</td>
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<tr>
<td>6- Professional and Ethical Practice</td>
<td>3. Learning Climate</td>
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KY Core Academic Standards (KCAS) are emphasized in this course through lesson plans and IEP goals

**Required Texts:**

**Class Policy:**

1. The dates listed in the Assignment Due Dates Calendar are the dates by which the assignment must be uploaded.

2. Check your WKU official email at least **three times a week**.

3. All papers must be typed in New Times Roman 12 pt font, double-spaced, grammatically correct, and number all pages, except the title page. APA style is to be used.

4. **Extra credit to improve grades will not be granted.** Put your full efforts into completing the course requirements as presented. **Work cannot be redone after final product has been accepted.**

7. Students requesting an incomplete for any reason must contact the instructor to ask for an incomplete, which may or **may not** be granted, depending on the instructor's judgment regarding the circumstances of the student's request. According to the Graduate Catalog, A grade of ‘X’ (incomplete) is given only when a relatively small amount of work is not completed because of illness or other reason satisfactory to the instructor. “An ‘X’ received by a student will automatically become an “F” unless removed within **twelve (12) weeks** of the next full term (summer excluded). The grade of ‘X’ will continue to appear as the initial grade on the student’s transcript, along with the revised grade.

8. **The critical performances must be uploaded prior to a final course grade being given.**

**Critical Student Performance:** Modified Teacher Work Sample

**Instructional Methods and Activities:**
This course is Pass/Fail. **A Pass will require successful completion of ALL WORK.** Successful completion is defined as meeting the expectations of all assignments found in the Assignments Due Date Calendar.

**Orientation Meeting**
All students might be required to attend an orientation meeting with the Field-based Practitioners. Orientation meeting will be held in Bowling Green. An email with date, location and time will be sent to you prior to the start of the semester. At this meeting you will make appointments with the Field-based Practitioners for site visit. Additionally, you will have an overview of the Teacher Work Sample. Expectations and procedures for the Internship will be explained. Please print out a copy of the syllabus to this meeting (will be discussed in detail).

**Field-based Observations Teaching Project**
The Field-based Practitioners will contact each student and schedule observation appointments. Each student will email the Field-based Practitioner a lesson plan at least **24 hours** prior to the visit.

**Failure to receive lesson plan results in observation cancellation.**

After the first observation, the Field-based Practitioners, will conference with each student and provide feedback. You will fill out a Professional Growth Plan (PGP) and a WKU dispositions form for this class. This PGP will be the responsibility of the student to implement. Depending upon the information and at the Field-based Practitioners discretion, one of the following options will occur.

1. Schedule an appointment for a return visit to complete another observation to demonstrate improvement.
2. Allow the student to submit a video to demonstrate improvement.
3. Make any additional arrangement needed by the student.

**Teacher Work Sample**
This assignment requires a collection of longitudinal data.
Each student will complete a teacher work sample using the guidelines posted in the documents section of you Black Board. Please read both the sample (TWS) and the rubric. The instructions indicate a limit of about 20 pages, you can increase the number if you wish. Use the last four digits of your WKU ID as your WKU number for this project. You must earn at least a 3 on the rubric to pass the class. The teacher work sample is due to be uploaded by the due date on the Assignments Calendar. **This will be uploaded to your electronic portfolio and submitted on Blackboard in the Assignments feature. No grade will be given for this class if the CPI is not uploaded.**
ACADEMIC DISHONESTY POLICIES: (Source: WKU Faculty Handbook, 17th ed., p. 54)

Plagiarism - To represent ideas or interpretations taken from another source as one’s own is plagiarism. Plagiarism is a serious offense. The academic work of students must be their own. Students must give the author(s) credit for any source material used. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage after having changed a few words, even if the source is cited, is also plagiarism.

Cheating - No student shall receive or give assistance not authorized by the instructor in taking an examination or in the preparation of an essay, laboratory report, problem assignment, or other project that is submitted for purposes of grade determination.

Disposition of Offenses - Students who commit any act of academic dishonesty may receive from the instructor a failing grade in that portion of the course work in which the act is detected or a failing grade in the course without possibility of withdrawal. The faculty member may also present the case to the University Disciplinary Committee through the Office of the Dean of Student Life for disciplinary sanctions. Students who believe a faculty member has dealt unfairly with them in a situation involving alleged academic dishonesty may seek relief through the Student Complaint Procedure.

Other Types of Academic Dishonesty - Other types of academic offenses, such as the theft or sale of tests, should be reported to the Office of the Dean of Student Life for disciplinary action.

DR. KIRBY’S ACADEMIC DISHONESTY COURSE POLICY:
STUDENTS FOUND TO BE IN VIOLATION OF THE ABOVE WKU POLICIES WILL RECEIVE AN AUTOMATIC FAILING GRADE FOR THE COURSE WITHOUT THE POSSIBILITY OF WITHDRAWAL.