Goals



Understand

- Requirements
- Roles
- Responsibilities



Get to know & begin planning with Supervisors

Brief presentation from ATPE at 11:00

Introductions



- EDU Team and University Supervisors
 - –Name
 - Your Inspiration
 - -Role/Who you will be supervising
- Student Teachers
 - -Name
 - -Placement(s)
 - Something you hope to get out of today

TEXES EXAMS





Schedule on a Saturday

TEA Certifies



- Texas Certification linked on our webpage: https://www.concordia.edu/academics/college-of-education/texas-certification.html
- Follow Application Instructions for Standard Certification/Initial Teacher Certification
- Use TEAL Login to apply

TEA Login (T	EAL)			
NOTICE: TEA Web Applications will not be available each Sunday morning from 5:00am to 2:00pm due to routine maintenance. Please do not access your applications during this time period. You could lose data.				
Don't have an account? Request New User Account				
Username:				
Password:	Show Password			
	Login			
	Forgot your password? Forgot your username?			

Clinical Teaching Handbook





Your Go-To Guide

Clinical Teaching Handbook Bookmark or save it to your desktop!



Online Access



www.Concordia.edu

Academics

Majors & Programs

College of Education

Teacher education Program

Current Teacher Education Students

- Handbooks
 Clinical Teaching Handbook
- Clinical Teaching
 All CT Forms

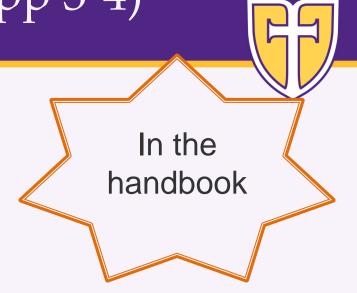


Bookmark this page!



Roles & Responsibilities (pp 3-4)

- Clinical Teacher
 - Build Relationships
 - -Plan and Prepare
 - Complete Weekly To-Do's and Reflections
 - -Coordinate Observations
 - -Upload assignments to BBLearn



Roles & Responsibilities (pp 3-4)



- University Supervisor
 - Train Cooperating teacher
 - Coach and Mentor Clinical teacher
 - Observe (4 formal observations)
 - Respond to journal posts
 - Guide & Support (drop in, email, etc.)
 - Monitor progress
 - Log coaching activities

Roles & Responsibilities (pp 3-4)



- Cooperating Teacher
 - -Coach



- model
- observe (4 formal observations)
- guide and support (informal feedback)
- -Collaborate
 - Planning



Attendance

- 70 Full Days
 - Typical work day of a district/campus teacher
 - No fewer than 7 hours
 - Early release can count if you follow the campus teachers' expectations
- Daily log (Excel)—
 - Record daily and make available for supervisor to monitor
 - Submit as attachment via Dynamic Forms for verification at end of each 8 weeks



Weekly Reflections

- Complete in google docs
- Respond to weekly prompts (copy and paste from the Handbook)
- Coaching Opportunity for supervisors
- Complete before end of day Fridays*



Co-curricular Activities

- No outside activities that conflict with teacher hours
- Work life Balance





Clinical Teaching Experience

- Pass/Fail
- Assignments in BB by due dates

E-Notebook/Portfolio

- School Calendar
- Lesson plans
- Coaching Forms

- Communication
- Resources
- Other...



- Placement Changes
- Subbing Follow district procedures and keep to a minimum – don't get taken advantage of
- Planning and Teaching
 - Campus and CTX guidelines
 - CTX lesson plan (1st obs. required)
- Legal Status & Liability
- Other Employment
- Parish Participation LTD
- Transportation

Questions so far...





Documents in BB Course



BBLearn - Student access Friday before classes begin

- Syllabus
- Checklist
- Lesson Planning Documents
- Assignments P1
- Assignments P2

<u>Blackboard</u>

Online Access



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Documents on Website



- Clinical Teaching Handbook
- Today's PPT
- Checklist (also in course)
- Observation Coaching Form
- Teaching the Faith
- T-TESS Appraiser Questions
- Verification of Permission to Record
- Videotape Consent Form



Appendix A (p 11-31)



Weekly To-Do's and Reflections

- Gradual Induction one or two placements
- Side by Side (To do and Reflections)
- Pages by Placement
 - -pp 11-21 (two placements)
 - -pp 22-30 (one placement) Summer

Appendix A



- Tips for Reflections in Google Doc
 - –Copy & Paste To-Do's & Prompts
 - -Mondays
 - Read through To-Do's
 - Preview reflections
 - Respond to supervisor's coaching comments
 - -Thursday/Friday
 - Complete Reflection
 - Delete to-do's
 - Do not mark comments as complete

Reflections - Example



Weekly Reflections

Week 1 August 24th-August 28th





Describe the school where you will be completing your fieldwork. Include the following: Type of school (elementary, middle, high, other) Location (city, suburb, small town, rural) I am at Naumann elementary school. My first 7 weeks I will be interacting virtually with Mrs. Lane's second grade class. Naumann is located in the suburbs of Cedar Park area.

Special features (e.g. Charter, Lutheran or other parochial, magnet, bilingual program, ESL program, behavior program, team teaching, PLC's, Special education program).

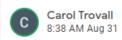
Naumann has many special features. Mrs. Lane's second grade team has PLC every Thursday. Whether it is virtually or on ground. There is a special education program but it is mainly closed on inclusion, so an aid comes to the classroom for support. ESL is some pull out but depending

Whether it is virtually or on ground. There is a special education program but it is mainly closed on inclusion, so an aid comes to the classroom for support. ESL is some pull out but depending on the need it is done during the language arts time (normally four days a week). Both special education and ESL implements the supportive accommodations and modifications for their students.

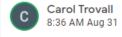
Campus or district-wide requirements or expectations that affect planning and delivering lessons (curriculum planning guides, scope and sequence, etc.)

The teachers are required to use guiding documents and to follow them strictly. As far as anything Mrs. Lane is required to use, the district does a lot of the hard work of finding the





Excellent! It is good that they work closely as a team, especially with the new demands from COVID-19.





Appendix B – Observations



- 1. Pre-conference –in person, virtual or email
- 2. Observation 45 minutes (min.) in person (*Dynamic Forms)
- 3. Post-conference **Synchronous** on site or virtual
- *Dynamic Form will be sent to Cooperating teacher & Supervisor via email prior to observation window

Appendix B - Placement Summary



- Placement Summary
 - –Cooperating Teacher & Supervisor
 - Summarizes growth in each standard over the placement
 - Not separate observation

^{*}Dynamic Form will be sent to Cooperating Teacher and supervisor via email prior to end of placement

Appendix C – Coaching Form



 Drop-in supervisor visits & informal coaching by cooperating teacher

Clinical Teaching Coaching Form

Directions to the cooperating teacher: Each week, as you observe your clinical teacher, note actions that the clinical teacher is taking that fall into the dimensions listed below. Add coaching notes to help the clinical teacher understand what is working well and why, along with recommendations to improve outcomes. Use this form to debrief weekly with your clinical teacher.

Clinical Teacher:	Grade/Level:		
Date(s):			

	Dimension	Evidence/Coaching Feedback
	1.1-Standards & Alignment Aligned goals, standards and objectives Lesson structure/design and pacing Technology integration	
IING	1.2-Data & Assessment Formal and informal assessments Progress monitoring & data to inform teaching Communication & Feedback	



Electronic Portfolio



Google Drive Folder

- Create and share with supervisor
- Reflections Doc
- Calendar
- Lesson plans
- Coaching Forms

- Video lessons
- Resources
- Other

Supervisor – Coop Orientation

Super



- Within first two weeks
- Documents
 - -Responsibilities
 - –Coaching Form
 - –Sample Observation Form
 - -Sample Placement Summary
 - -Student Checklist



Supervisor Log



Record of coaching, observations, communications

CONCORDIA		
		Supervisor Name:
Date	Student Name	Description
12/13/2020	Terry Sample	Orientation at CTX; met student and did initial planning

Planning Time



- Discuss questions/concerns with your supervisor
 - Share contact information
 - Checklist Timeline
 - Lesson Planning and Observations
 - Weekly Reflections submit and respond plan
- Planning
 - Initial meeting with Cooperating Teacher
 - Tentative observation plan

ATPE Presentation



Welcome

Yvette Milner

