

# TED 4696: All Level Art Education Student Internship

Heather Kaplan, Assistant Professor of Art Education

Instructor office: A455A Fox Fine Arts Building

Instructor office phone: (915) 747-5150

Instructor cell phone: (814) 574-7246

Art office phone: (915) 747-5181

Email: [hgkaplan@utep.edu](mailto:hgkaplan@utep.edu)

Office hours: By Appointment

Course Location: School Campus Placement

Class Times: M-F, Full School Day

## COURSE OVERVIEW AND DESCRIPTION

TED 4696 All Level Art Education Certification Internship is the student teaching field experience component of becoming a certified art education specialist. The UTEP College of Education Field Placement Office and the Department of Art supervise this portion of student certification. During the semester, students will be assigned to two cooperating art education teacher mentors for fifteen weeks (eight weeks in elementary or middle grade levels and seven weeks in high school grade levels) to observe classroom and administrative situations, participate in classroom teaching activities, and design and implement lesson plans and accompanying visual art activities that correspond to the mentor instructor's classes and schedule.

## COURSE PREREQUISITES

This course is the culminating class for the BA in Art with minor in Education All levels Art certification as well as the Alternative Certification Program in Art. Students will have completed all other course work for the major before enrolling in this class and no other course work shall be completed during the student teaching internship.

Completion of ARTE 3307, ARTE 3337, ARTE 4347, ART 3307

Completion of College of Education course requirements within the BA in Art with Art Certification

Passing score on the state Art Content Knowledge Test

Passing score on the state PPR test

Admission to Student Teaching: <http://coe.utep.edu/css>

## COURSE GOALS

Students will experience mentor/student situations in the art classroom in elementary, middle, and/or high school art studio settings:

- Campus attendance procedures
- Student referral process
- Discipline strategies in the art classroom
- Classroom management techniques (particular to the art room)
- Direct observation of high school art room settings on a full day schedule
- Direct observation of elementary/middle school art room setting on a full day schedule
- Gradual (phased-in) responsibility for

fullday teaching schedule on and an elementary/middle school campus

- Gradual (phased-in) responsibility for fullday teaching schedule on a high school campus
- Campus lesson planning procedures
- 2-Dimensional art activity preparations
- 3-Dimensional art activity preparations
- Direct participation in elementary/middle school lesson planning and lesson cycle
- Direct participation in high school lesson planning and lesson cycle procedures and planning
- Parent conferencing
- Administrative conferencing

• Departmental coordination and conferencing

- Growing a reflective practice
- Individualized instruction methods
- Group instruction methods
- Diversifying instruction and assessment
- A variety of one-on-one individual teaching situations with both elementary/middle and high school art students
- Daily scheduling procedures
- Art studio time management
- Art methods and materials safety procedures
- Art supply procurement

## COURSE LEARNING OUTCOMES

The primary goal of the student teaching semester is to prepare and equip future teachers with a wide array of experiences, skills, and tools that will allow them to plan, organize, and implement excellence in all areas of teaching for diverse learners in 21<sup>st</sup> century schools. Student teaching provides the student with classroom experiences in public school settings that address representative state-mandated standards and competencies. Student teaching focuses on applying and developing skills in instructional planning, application of subject matter content, integration of high quality methods and strategies, effective communication, ethical decision-making, reflective practice, and collaboration with professional educators in a school community. The student teacher will demonstrate evidence of meeting goals by meeting the standards provided in the various performance rubrics. Specifically, student teachers will:

Participate in fifteen weeks of experiential learning, including four college of education Seminars.

- Design and submit four lesson plans prior at least 48 hours before scheduled observation
- Complete four formal supervisor observations in which the student teacher plans and implements best practice lessons.
- Receive satisfactory observations from the field supervisor and cooperating teacher

- at both Elementary/middle and high school internships.
- Attend the correct amount of days in order to be certified in the state of Texas.

## **REQUIRED BEHAVIORS**

The intern will report to his/her assigned campuses daily and be on campus during the same scheduled hours that his/her cooperating teacher is on duty.

Interns will follow the prescribed faculty/campus/district rules and procedures at each assignment.

The intern will attend and participate in all assigned campus events as required by his/her cooperating teacher.

The intern will gradually assume the role and responsibility for full-day teaching –the student teacher will observe first and learn from his/her cooperating teacher, gradually assuming greater responsibility for instructional activities.

The intern will implement content through lesson plans and adhere to the instructional schedule as agreed upon with his/her cooperating teacher.

Interns will participate in district and school professional development and planning days.

Interns will participate in assessment of student progress.

Interns will communicate appropriately with the administration, parents, and community.

Interns will adhere to student IEPs and differentiate instruction and assessment.

Where appropriate, interns will attend meetings with administration and parents.

Interns will attend the Intern Orientation and District Orientations.

Interns will attend scheduled College of Education seminars.

Interns will behave professionally and ethically.

Interns will dress professionally according to the dress codes of the assigned schools.

## **SCHEDULE AND CALENDAR**

First Assignment: typically 8 weeks (follows district calendar)

Second Assignment: typically 7 weeks (follows district calendar)

## **SUGGESTED ALL LEVEL PHASED-IN TEACHING SCHEDULE**

Elementary or Middle School – 8 WEEKS

2 weeks of observation

2 weeks of 2 daily class preparations (teach 2 class sections)

4 weeks of 5 daily class preparations (teach all class sections)

High School – 7 WEEKS

1 week of observation

2 weeks of daily class preparations (teach 2 class sections)

4 weeks of 5 daily class preparations (teach all class sections)

## **ABSENCES AND TARDINESS**

The student teacher is expected to attend and participate in all working school days (instructional and professional development) as determined by the school district calendar and all college of education seminars. Interns will report to their assigned campuses for the full day, five days per week, for 15 weeks. Interns will follow the policies outlined by the

district, by their campus administration, and the cooperating teacher.

There are NO unexcused absences. In accordance with the COE Student Handbook, student teachers are allowed no more than two excused absences. The student teaching handbook dictates what counts as an excused absence beyond documented personal illness or death in the immediate family. Please review the handbook for more details. You will be required to provide documentation to your field supervisor. A student teacher with excessive absences or tardiness may be dismissed from the program (See UTEP Student Teaching Handbook).

Contact your Cooperating Teacher and assigned school campus, and your university supervisor if you are ill or absent for any reason. Make arrangements to make up any missed student teaching days. In the case of inclement weather, follow directions on radio or news programs or contact your assigned campus's main office in order to confirm whether or not classes have been cancelled. Inform your University Supervisor if an observation was planned for that day.

## **LESSON PLANS AND ASSESSMENT CRITERIA**

Create well-developed lesson plans with rubrics (or other viable assessment criteria) and submit to your field supervisor at least 48 hours in advance of teaching observations and share copies with cooperating teacher.

Make revisions as recommended by your cooperating teacher and obtain final approval prior to lesson implementation. Lesson plans are **REQUIRED** for observation and must be submitted to your field supervisor 2 working days before your observed lesson. If you have not submitted the lesson plan to your field supervisor by 5pm the day before your scheduled observation, the observation will be cancelled and might not be rescheduled. (Please note that TEA requires four formal observations for certification; this means if you fail to submit lesson plans you will not be observed and you will not be certified).

## **OBSERVATIONS AND COMMUNICATION**

Communication between field supervisors and student interns will primarily occur through UTEP email. Therefore, interns will be expected to check UTEP email regularly (at least once per day). Email will be used to schedule observations and, ultimately, it is the responsibility of the student intern to schedule four observations. Failure to check UTEP email and reply to supervisor emails may result in missed observations and failure to be certified.

The field supervisor may conduct surprise, unscheduled observations. During unscheduled observations, students will be held to the same standards as scheduled observations and will need to produce lesson plans at the time of the observation. Late lesson plans will be accepted with a maximum score of 50%, as described below.

## **ASSIGNMENTS**

- TWO cooperating teacher observation evaluations (ONE for each CT)
- FOUR (different) well developed lesson plans with rubrics (DUE 48hours before are observed –emailed to hgkaplan@utep.edu)
- TWO reflective self-evaluations – one with video, pre conference, and post conference
- TWO Miner Assessments
- ONE Best and worst practices log (spanning 15 weeks)

## **LATE ASSIGNMENTS**

Late assignments will be eligible to receive only half the total possible points originally available for the assignment. Late assignments may be submitted up until the deadline for submission of all work.

## **BLACKBOARD**

All assignments required by your field supervisor (including lesson plans and accompanying rubrics) must be submitted on Blackboard. Please be aware of and account for planned Blackboard outages. In the case of lesson plans that are approaching the 5pm deadline of the night before, they may be submitted via email if and only if Blackboard is offline.

## **GRADING, ASSESSMENT, AND EVALUATION**

The intern will be observed by his/her field supervisor twice on each campus for a total of four observations.

The intern will be assessed twice by each cooperating teacher (total of four).

The intern will complete the previously listed assignments.

## **PLAGIARISM/ACADEMIC DISHONESTY**

Cheating is unethical and not acceptable. Plagiarism is using information or original wording in a paper without giving credit to the source of that information or wording; it is also not acceptable. Do not submit work in your name that you did not do yourself. You may not submit work for this class that you did for another class. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy.

Refer to <http://www.utep.edu/dos/acadintg.htm> for further information

## **DISABILITY STATEMENT**

The University of Texas at El Paso is committed to the spirit and letter of all federal equal opportunity legislation, including the American with Disabilities Act (ADA). Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the Center for Accommodations and Support Services (CASS). I will make any reasonable accommodations for students with appropriate documentation. Please contact me personally within the first two weeks of class to discuss any special needs you might have.

Information about accommodation documentation can be found at the Office of CASS located in room 106 of the East Union Building and can also be reached in the following ways:

Web: <http://www.utep.edu/dsso>

Phone: (915) 747-5148 voice or TTY Fax: (915) 747 -8712

E-Mail: [dss@utep.edu](mailto:dss@utep.edu)