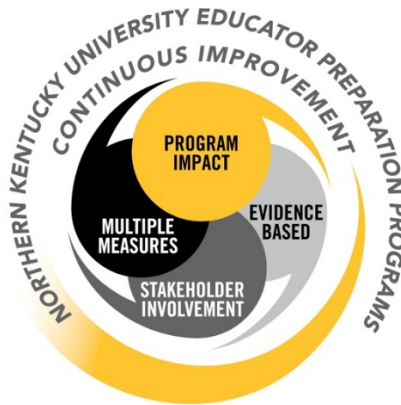


Northern Kentucky University
College of Education and Human Services
EDU 390, Elementary Field Experience, 2 credit hours
Monday - Thursday, On site, 8:30-10:30
Spring, 2017



Learn, Lead, Succeed

Mission

The College of Education and Human Services plays an important leadership role and collaborates with others in the creation, dissemination, and application of knowledge and research that enhances professional practice and transforms lives, schools, and communities

Vision

The College of Education and Human Services aspires to be known throughout the Commonwealth of Kentucky and region at large as the leader in providing opportunities for engaged learning and applied scholarship that fosters individual growth and collective success.

Kentucky Academic Standards (KAS)

Preparation of Kentucky’s students for the demands of the 21st century requires districts and schools to prepare every student for successful transition to be College and Career Ready. The Kentucky Core Academic Standards help ensure that all students throughout Kentucky are provided with common content and have opportunities to learn at high levels. As education candidates complete and implement projects and assignments throughout their education programs at NKU, they will incorporate the components of the [Kentucky Academic Standards](#).

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Required Textbook and/or Materials: Elementary Field Experience (Practicum) I Handbook (Available on course Blackboard)

Course Description:

Prerequisites: Admission to the teacher education program; successful completion of EDU 307.

Co-requisites: EDU 302, EDU 314, EDS 322. Taught:

Fall and spring

Field experiences in elementary schools; including application of instructional theory to elementary classroom settings.

Student Learning Outcomes	Assessment/ Assignments <u>KAS Alignment</u>	<u>Kentucky Teacher Standards</u>	ACEI	ILA	<u>InTASC Standard and Category</u>	<u>KFT Domains</u>
Collaborate with Co-operating Teacher and University Supervisors to design effective literacy lessons	Field Attendance; Dispositions; Midpoint Check KLG/AE 5.1-5.5 KLG/AE 6.1-6.3	Standard 1 Standard 2 Standard 8	3.4 4.0 5.1	2.1 2.3	Content Knowledge Planning for Instruction	1A, 1B, 1C, 1D, 1E, 1F
Implementation of lessons	Field Attendance; Final Evaluations; Midpoint Check KLG/AE 4.1, 4.2, 4.4	Standard 3 Standard 4	2.1 3.3 3.5	2.2	Application of Content Instructional Practice	3A,3B, 3C, 3D 3E
Management of the instructional setting	Final Evaluations; Dispositions KLG/AE 4.1, 4.2, 4.4	Standard 3 Standard 4	4.0	5	Instructional Practice	2A, 2C, 2D
Analysis and reflection of teaching related to p-12 student learning and personal/professional growth	Final Evaluations; Dispositions; Midpoint Check; Portfolio KLG/AE 5.1-5.5 KLG/AE 6.1-6.3	Standard 5 Standard 7	5.1	3.3	Assessment	4A, 4C, 4E, 4F
Analysis and reflection of personal/ professional dispositions	Final Evaluations; Dispositions; Midpoint Check; Portfolio	Standard 5 Standard 7	5.1	6.2	Assessment	4A, 4C, 4E, 4F
Analysis of work/ interaction s with diverse populations related to school context	Final Evaluation; Dispositions; Teaching and Learning Context KLG/AE 4.1, 4.2, 4.4 KLG/AE 5.1-5.5	Standard 2 Standard 3 Standard 4	3.2	3.1,	Learner Development Learning Differences	1B, 2A, 2B

Course Assignments and Grading

Description of Course Projects:

- Teaching and Learning Context Narrative - Students will write a brief narrative that discusses the specific demographics of the school placement. (Rubric EDU 390 Handbook)

- Midpoint - Students will have Cooperating teachers submit a midpoint check.
- Dispositions - Students will complete a self assessment of Professional Dispositions at the end of the semester. (Evaluation Form EDU 390 Handbook/eFoliotek)
- Portfolio - Students will write a final reflection of their growth over the semester and support their learning with relevant artifacts from Professional Semester I. (Rubric EDU 390 Handbook)

Student Activities, Evaluation, and Grading Policy:

Student Evaluation-EDU 390 is a pass/fail course

EDU 390 - Assignments	Grade
Teaching and Learning Context	p/f
Field Attendance and Professionalism	p/f
Midpoint and Final Evaluations (Univ./Coop. Teacher)	p/f
Dispositions Statement (Univ./CT)	p/f
Portfolio & Conference (Reflection/Artifacts)	p/f
Total	p/f

Rubric for the Portfolio can be found in the Student Handbook

Grading Scale

<u>Grade</u>	<u>Percent Points Earned</u>	
A	95%+	262-275
A-	93%+	256-261
B+	91%+	251-255
B	87%+	240-250
B-	85%+	234-239
C+	83%+	229-233
C	77%+	212-228
C-	75%+	207-211
D+	73%+	201-206
D	70%+	193-200
F	<70%	0-192

The College of Education and Human Services requires education majors to earn a grade of C or better in all education (EDU & EDS) courses. A grade of C- or lower is not acceptable for program completion.

Mid-term Grade: Mid-term grades will be posted in myNKU by the deadline established in the Academic Calendar.

Final Examination Information: Exam week is May 2nd. Each student is expected to attend a conference regarding their Portfolio (Foliotek) during that week. A scheduled time will be established with the course instructor.

Course Policies and Procedures

Class Participation and Attendance Policy

This course is part of an accredited preparation program which leads to professional certification. Students are required to demonstrate behavior consistent with a professional career. In particular, students are expected to:

- Attend **all** class meetings. Students are responsible for all material assigned or covered in class as well as class announcements via NKU email or Blackboard. Students should keep their own time form to **document the required 75 hours of placement time**. *Attendance will be recorded both at seminar meetings and at your practicum. There will be a daily sign in sheet that will be checked. It is your responsibility to sign in and out every day you are in the school building.*
- Student lesson evaluations and final dispositions must demonstrate acceptable growth for Professional Semester I. Students who are considered 'not on target to be first year ready' for dispositions and/or 'ineffective' on lesson planning and implementation could fail the course. This is at the discretion of the field supervisor as documented over the semester.
- Illness, death in the family, and participation in authorized university-related trips will constitute excused absences; **however, the instructor must be notified before class of the absence** and a written excuse must be presented to the instructor when the student returns to class. Absences for other reasons are **not** excused. Students with more than two unexcused absences may be removed from the practicum placement for the remainder of the semester. Students cannot be excused from class sessions for the purpose of appointments with doctors or advisors. These appointments must be made at times other than class time. ***It is very important that you communicate any absences and tardies with your cooperating and university teacher.*** Tardiness shows a lack of professionalism, as well as a lack of consideration for colleagues. Two tardies will be counted as an unexcused absence.
- **Practicum scheduled times are Monday- Thursday 9:00-10:30am. All absences from scheduled practicum visits are to be made up. The rescheduled visit will be at the convenience of the cooperating teacher and communicated with the university supervisor.**
- INCREMENT WEATHER POLICY (site based section 002)- If Boone County Schools close the NKU 302/310/390 class will not meet on site. NKU students will take no more than two district snow days. After two cancellations NKU students will utilize the course Blackboard site to continue with coursework, readings, discussions and assignments. Attendance will be noted on those days and grades given for the work completed. The Blackboard assignment on those days will be posted by the instructor by noon and will be due by 6pm that day.
 - *One hour delay- Report to Florence Elementary for a 10:00 am start in assigned classroom (10-11:30 placement time).*
 - *Two hour delay- No meeting at Florence Elementary- Blackboard assignment (except Wednesday for EDU 314 in afternoon)*
- Prepare carefully and completely for class. Students must be ready to discuss all reading thoughtfully.
- Complete all assignments on time. Any late assignment must be cleared with the instructor at least 24 hours in advance. Cheating and plagiarism will not be tolerated.
- Collaborate responsibly with colleagues. Students must fulfill their collegial responsibilities in coursework.
- Interact professionally with classmates. Students must demonstrate respectful standards of behavior during class discussion. In addition, university coursework is not an appropriate place for nonprofessional guests. Audio taping of class sessions is appropriate only during lectures, and only with the professor's prior consent.

Failure to demonstrate the above behaviors will have an immediate and severe impact on a student's grade. Consistent shortcomings in the above areas will lead to a student's dismissal from the Teacher Education Program

Student Honor Code: The Student Honor Code [the "Honor Code"] is a commitment by students of Northern Kentucky University, through their matriculation or continued enrollment at the University, to adhere to the highest degree of ethical integrity in academic conduct. It is a commitment individually and collectively that the

students of Northern Kentucky University will not lie, cheat, or plagiarize to gain an academic advantage over fellow students or avoid academic requirements.

The purpose of the Honor Code is to establish standards of academic conduct for students at Northern Kentucky University and to provide a procedure that offers basic assurances of fundamental fairness to any person accused of violations of these rules. Each Northern Kentucky University student is bound by the provisions of the Honor Code and is presumed to be familiar with all of its provisions. Students also should aspire to conduct themselves in a manner that is consistent with the highest degree of ethical integrity in all matters, whether covered in the Honor Code or not. The success of this commitment begins in the diligence with which students uphold the letter and the spirit of the Honor Code.

In addition, students in the education programs must also adhere to the College of Education and Human Services Code of Ethics and the Professional Code of Ethics for Kentucky School Certified Personnel.

Credit Hour Policy Statement: In accordance with federal policy, NKU defines a credit hour as the amount of work represented in the achievement of student learning outcomes (verified by evidence of student achievement) that reasonably approximates one hour (50 minutes) of classroom instruction and a minimum of two hours of out-of-class student work. For every course credit hour, a typical student should expect to spend at least three hours per week of concentrated attention on course-related work including, but not limited to, class meeting time, reading, reviewing, organizing notes, studying and completing assignments. At least an equivalent amount of time is expected for other academic activities such as online courses, laboratory work, internships, practica, studio work and other academic work leading to the award of credit hours.

Estimates of the time required for a typical student to complete course expectations are as follows: EDU 390

Seminar 4 x 2hours	8 hours
Classroom 13 weeks x 4 days per week x 1.5 hrs	78 hours
	86 hours for 390

Student Evaluation of Instructor and Course: Northern Kentucky University takes Instructor and Course Evaluations very seriously as an important means of gathering information for the enhancement of learning opportunities for its students. It is an important responsibility of NKU students as citizens of the University to participate in the instructor and course evaluation process. During the two weeks* prior to the end of each semester classes, you will be asked to reflect upon what you have learned in this course, the extent to which you have invested the necessary effort to maximize your learning, and the role your instructor has played in the learning process. It is very important that you complete the online evaluations with thoughtfully written comments.

Student evaluations of courses and instructors are regarded as strictly confidential. They are not available to the instructor until after final grades are submitted, and extensive precautions are taken to prevent your comments from being identified as coming from you. Students who complete an evaluation for a particular course (or opt out of doing so in the evaluation) will be rewarded for their participation by having access to their course grade as soon as that grade is submitted by the instructor. On the other hand, any student who does not complete the course evaluation (or opt out of doing so in the evaluation) should expect to incur a two week delay in access to his or her course grade beyond the university's official date for grade availability. To complete online evaluations go to <http://eval.nku.edu>. Click on "student login" and use the same USERNAME and PASSWORD as used on campus.

In addition, you should be aware of:

- Evaluations can affect changes in courses. Evaluations without comments are less valuable and less credible than those filled out thoughtfully. Comments that are expressed well are more effective than those that are not.
- Positive feedback is just as important as criticism. Moreover, negative evaluations without any explanation and specifics are not especially useful.
- Once grades are submitted, all evaluations are read not only by the instructor, but also by the instructor's department chairperson.
- Evaluations not only provide feedback to your instructor, but also provide information to the department chair for use in performance evaluations. This information affects reappointments, promotions, salaries, and teaching assignments.

Accommodations Due to Disability: Northern Kentucky University is committed to providing reasonable accommodations for all persons with disabilities. The syllabus is available in alternate formats upon request. Students with disabilities: If you are seeking classroom accommodations under the Americans with Disabilities Act, you are required to register with the Disability Programs and Services Office in SU 303. To receive academic accommodations for this class, please obtain the proper DPS forms and meet with me at the beginning of the semester. More information on Disability Services can be found at <http://disability.nku.edu>.

Bibliography

Allen, J. (2008). *More tools for teaching content literacy*. Portsmouth, NJ: Heinemann.

Allington, R. (2010). *What really matters for struggling readers: Designing researched programs*. Upper Saddle River, NJ: Pearson Education.

Kentucky Core Academic Standards- English/Language Arts. www.kde.org

Nettles, D. (2007). *Toolkit for teachers of literacy*. New York: Pearson Education.

Reutzel, D.R. & Cooter, R.B. (2009). *The essentials of teaching children to read: The teacher makes the difference*. (3rd ed.). Upper Saddle River, NJ: Pearson Education.

Tompkins, G.E. (2016). *Language arts: Patterns of practice* (9th ed.). Upper Saddle River, NJ: Pearson Education.

Weinstein, C., & Mignano, a. (2007). *Elementary classroom management: Lessons from research and practice*. (4th ed). McGraw-Hill: New York.

Tentative Course Schedule

Date	Activity	Due by Cooperating Teacher
1/9	Assisting Teachers & Students	
1/10	Assisting Teachers & Students	
1/11	Assisting Teachers & Students	
1/12	Assisting Teachers & Students	
1/16	MLK- No School	
1/17	Assisting Teachers & Students	
1/18	Assisting Teachers & Students	
1/19	Assisting Teachers & Students	
1/23	Assisting Teachers & Students	
1/24	Assisting Teachers & Students	
1/25	Assisting Teachers & Students	

1/26	Assisting Teachers & Students	Check if email with links for student evaluations have been received
1/30	Assisting Teachers & Students	
1/31	Assisting Teachers & Students	
2/1	Assisting Teachers & Students	
2/2	Assisting Teachers & Students	
2/6	FES Closed	
2/7	Assisting Teachers & Students- Possible DLTA Teaching	
2/8	Assisting Teachers & Students- Possible DLTA Teaching	
2/9	Assisting Teachers & Students- Possible DLTA Teaching	
2/13	Assisting Teachers & Students- Possible DLTA Teaching	
2/14	Assisting Teachers & Students- Possible DLTA Teaching	
*2/15	Assisting Teachers & Students- Possible DLTA Teaching No pm classroom placement	
2/16	Assisting Teachers & Students- Possible DLTA Teaching	
2/20	Assisting Teachers & Students- Possible DLTA Teaching	
2/21	Assisting Teachers & Students- Possible DLTA Teaching	
2/22	Assisting Teachers & Students- Possible DLTA Teaching	
2/23	Assisting Teachers & Students- Possible DLTA Teaching	
2/27	Assisting Teachers & Students	
2/28	Assisting Teachers & Students	
3/1	Assisting Teachers & Students	
*3/2	Classrooms 830-930 NKU Midterm Exam 9:40-11:30	Midpoint Check Due on Foliotek
*3/6	NKU Spring Break	
*3/7	NKU Spring Break	
*3/8	NKU Spring Break	
*3/9	NKU Spring Break	
*3/13	FES Closed	
3/14	Assisting Teachers & Students- Possible 2 day teaching	
3/15	Assisting Teachers & Students- Possible 2 day teaching	
3/16	Assisting Teachers & Students- Possible 2 day teaching	
3/20	Assisting Teachers & Students- Possible 2 day teaching	
3/21	Assisting Teachers & Students- Possible 2 day teaching	
3/22	Assisting Teachers & Students- Possible 2 day teaching	
3/23	Assisting Teachers & Students- Possible 2 day teaching	
3/27	Assisting Teachers & Students- Possible 2 day teaching	
3/28	Assisting Teachers & Students	
3/29	Assisting Teachers & Students	
3/30	Assisting Teachers & Students	

4/3	Assisting Teachers & Students- Possible Unit teaching	
4/4	Assisting Teachers & Students- Possible Unit teaching	
4/5	Assisting Teachers & Students- Possible Unit teaching	
4/6	Assisting Teachers & Students- Possible Unit teaching	
4/10	FES Spring Break	
4/11	FES Spring Break	
4/12	FES Spring Break	
4/13	FES Spring Break	
4/17	Assisting Teachers & Students- Possible Unit teaching	
4/18	Assisting Teachers & Students- Possible Unit teaching	
4/19	Assisting Teachers & Students- Possible Unit teaching	
4/20	Assisting Teachers & Students- Possible Unit teaching	
4/24	Assisting Teachers & Students	
4/25	Assisting Teachers & Students	
*4/26	Assisting Teachers & Students No pm afternoon placement	
4/27	Final Day in Classrooms	Complete Dispositions and 2 Lesson Evaluations on Foliotek