

IUS SOE  
OVERVIEW OF FIELD EXPERIENCE 2002 -2004

License Area	Course	Pre-requisites	Description of School-based Learning	Site Supervisor Characteristics	University Supervisor Faculty (F) Adjunct (A)	Training for Supervisors Site (S) University (U)	Description in Program Handbook Y/N	Contact Person
Elementary and Elementary T2T	H340	W131	(30 hrs., elementary and secondary)  One 15 hr. placement, must be an urban setting. Overview of American schooling. Observation and assisting teacher. Attend board meeting.	Licensed teacher on approved list completes assessment form.	(F) Course instructor completes candidate assessment.  (3 hr load)	No	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
	M201, taken in a block with P250 & P251	H340	(30 hrs. in one setting)  Overview of American schooling: observation, tutoring, small group work, prep. of instructional materials. Study motivation, intelligence, classroom management, measurement and education.  E-mailed shared log work with at least 4 children.	Licensed teacher on approved list completes assessment form.	(F) Course instructor completes candidate assessment.  (5 hr. load)	In some sections these are orientation sessions with both candidates and site supervisors present.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
	Gen. Meth. M310 M311	P250/ P251  Completion of SDP 1.	(30 hours with six visits to diverse school site). Teach 4 lessons prepared from integrated unit.	Licensed teacher with at least 2 years experience. Lessons evaluated by supervising teacher.	(A) Master's or higher with experience in schools. Course instructor observes and meets with individual candidates and evaluates (including disposition). (4 hr. load)	No, but documents provided include purpose, etc. Orientation w/faculty if new site.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
	LA/Reading M301	M310/ M311  Completion of SDP 2.	Teaching with small groups, diagnostic. (30 hrs. for total practicum)  Teach coop. learning.	Master teachers engaged in model LA/Reading practice.  Teachers at Galena Elementary have received citation from state regarding	(F) PhD in Language Reading culture. Course instructor observes and meets with individual candidates and	Yes-formal meeting.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>

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Elementary and Elementary T2T			Demonstrate classroom management skills.  Use literacy strategies matched to reading styles. Assess student writing. Support decisions with data.  Inst. Technology requirement. Use rubrics.	their outstanding program with IUS. Have presented at state, regional, national and international conferences with IUS faculty. Have written for professional publications.	evaluates (including disposition). Standard III from the Elementary Program is the basis of the evaluation tool. (7 hr. load)			
	Social Studies  M301	M310/ M311	Teaching with small groups, diagnostic work/ (30 hour practicum)	Best Practices. Three years experience.  Observes and assesses teaching and dispositions.	(F) PhD – Full-time social studies. Course instructor observes and meets with individual candidates and evaluates (including disposition).  (4 hr. load)	Coordination and orientation meeting.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
Elementary and Elementary T2T	Science/ Math M301	M310/ M311	Solo teach 10 lessons. Strong emphasis on classroom management (standard 2), 30 hour practicum, 5 math lessons, 5 science lessons (interview 2 students), observation form includes rating for mastery of each objective.	K-5 licensed classroom Teachers. recommended by school administrator. Observes and assesses teaching and dispositions.	(F) PhD – Full-time social studies. Observed 4 times. Evaluated by supervisor with Individual conference after every observation.  (4 hr. load)	No	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
	Student Teach. M425	All course-work completed  Completion of SDP 3	(16 weeks). Full responsibilities for 8 weeks.  Other endorsements 10 weeks elementary, 5-6 weeks full-time teaching other licensing area.  Before authorization for	3 years (KY 4 yrs + MS) Models best practices. Evaluates midterm & final eval, and Dispos. Ev.	Master teachers (retired) & SOE faculty.  5 observations and final evaluation. Meet w/student.  (A) Assigned full-time faculty member mentor.	Yes 1 ½ hrs. session on rubrics.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>

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			graduation, SDP 4 must be successfully completed.		(F) Each faculty member must supervise sometime during the academic year.  (1-2 hr. load).  (See Document on Load Guidelines).			
T2T	Practicum Fall M500	Spring Summer Coursework	Intensive practice teaching. Math/English – 45 hrs.  Observation – 45 hrs. Visit schools – 15 hrs. Interviews – 30 hrs. Board Meetings – 2 hrs. (125 hours)	Master Teachers engaged in model LA/R practice. Observes and evaluates students.	(F) PhD in Language Reading culture and math.  (1 hr. load)	Yes – formal meeting.	Y	
	T2T M500 Student teaching	Fall M500 and coursework	(6 weeks diagnostic reading) (10 weeks student teaching) (6 full time)	3 years (KY 4 yrs + MS) Models best practices.  Evaluates using midterm & final eval. and dispos. ev.	Master teachers (retired) & SOE faculty.  5 observations and final evaluation. Meet w/student.  (A) Assigned full-time faculty member mentor.  (F) Each faculty member must supervise sometime during the academic year.  (1 hr. load per 3 students)  (3 hr. load for reading)	Yes 1 ½ hrs. Session on rubics.	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>

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Secondary Undergrad	H340	W131	(2-15 hr placements)  Must be urban setting (one of two placements). Not in candidate's former school.	Licensed teacher, recommended by administration. Completes candidate assessment.	Course instructor – No field supervising by instructor.  (3 hr. load)	No	Y	Jim Clements <a href="mailto:jlclemen@ius.edu">jlclemen@ius.edu</a>
Secondary Undergrad	M201	Must have at least a 2.5 grade point average overall. Must have completed at least 60 credit hours that count toward graduation to take P250/ P255/ M201 in the fall semester (72 credit hours to take it in the spring semester). Must have taken and passed H340 and W200 with a grade of "C" or higher. Must be eligible to do student teaching in the spring semester of	(30 hours in a junior high or middle school in their major)  Interview 2 regular classroom teachers  Interview 1 special education teacher  Teach at least 3 lessons  Observe in a special education resource room for at least 2 class periods  Complete a reflective writing assignment on junior high/middle school that focuses on physical, emotional, social and cognitive development as well as on middle school philosophy, curriculum, and organization. Complete and turn in log sheets on the field experience.	Licensed teacher recommended by administration. Completes candidate assessment and dispositions.  All secondary undergraduate and T2T candidates are evaluated by cooperating teachers using the IPSB/INTASC and the dispositions forms.	Course instructor evaluates course.  (1 hr. load)	No	Yes	Jim Clements <a href="mailto:jlclemen@ius.edu">jlclemen@ius.edu</a>  Lee Morganett <a href="mailto:lmorgane@ius.edu">lmorgane@ius.edu</a>

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		the next year						
Secondary T2T	M500 (T2T) (1 <sup>st</sup> field experience)	Must be admitted to the T2T program	(30 hours in a junior high or middle school in their majors). Interview 2 regular classroom teachers. Interview 1 special education teacher. Teach at least 3 lessons. Observe in a special education resource room for at least 2 classes. Complete a reflective writing assignment on junior high/middle school that focuses on physical, social emotional and cognitive development as well as on middle school philosophy, curriculum and organization. Complete and turn in log sheets on the field experience.	Licensed teacher, recommended by administration.  Mentor – selected by T2T coordinator to model “best practices.”	See M201  (1 hr. load)	No	Y	Jim Clements <a href="mailto:jlclemen@ius.edu">jlclemen@ius.edu</a>  M201 instructor
Secondary Undergrad T2T	M301 (Gen Meth)	P250/P255/ M201 W200 H340  Completion of SDP 1	(40 hours) ≥ 30 in teaching activities, 5 in spec ed. resource room. Observe, evaluate, & critique. Keep a log of activities and critiques. Prepare and teach ≥ 5 lessons.	Licensed teacher, recommended by administration. Arranged by instructor. Cooperating teacher assesses candidate at midterm and end of exp.  All secondary undergraduate and T2T candidates are evaluated by cooperating teachers using the IPSB/INTASC and the dispositions forms.	Weekly visits (approx. 8) in field. No observation evaluation. Conference w/cooperating teacher and building admin. each visit. End of semester evaluation/ disposition along with exit interviews. (1 hr. load)	No	Y	Instructor

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	M500 (T2T) (2 <sup>nd</sup> field experience)	Same as other secondary candidates.	(40 hours - 30 in teaching activities, 5 in Spec Ed. resource room) Observe, evaluate, & critique. Keep a log of activities and critiques. Prepare and teach ≥ 5 lessons.	Mentor – selected by T2T coordinator. Models “best practices.”	Weekly visits (approx. 8) in field. No observation evaluation. Conference w/cooperating teacher and building admin. each visit. End of semester evaluation/ disposition along with exit interviews. (1 hr. load)	No	Y	Instructor
Secondary Undergrad	M480 (Student Teaching)	Acceptable ratings on all criteria for Summative Decision Points 2 and 3.	(10 weeks) Completion of portfolio. Candidate responsible for one course preparation. By 2 <sup>nd</sup> week of student teaching, responsible for two preparations. Assumes all teaching duties of Classroom Supervising Teacher for at least 7 weeks. Lesson plans for teaching must be written, approved by supervising teacher. Preparation of daily journal. Videotape of at least one class. Completion of ‘Getting to Know Your Placement School.’  SDP 4 is completion of program.	Licensed teacher, recommended by administration, 3 yrs. experience, MS degree, model “best practices”  KY (4 yrs plus MS) - “Best practices”  Observe, critique, mentor, evaluate.  All secondary undergraduate and T2T candidates are evaluated by cooperating teachers using the IPSB/INTASC and the dispositions forms.  There are additional midterm and final evaluation forms for student teachers (i.e., in M480).	(F) Terminal degrees and appropriate 5-12 experience in their subject area(s)  (A) At least a master’s degree with appropriate K-12 experience in their subject area  (2-3 students per credit hour)	Yes – We review procedures, calendar and all evaluation documents; evaluation criteria, rubrics and vocabulary are explained.	Y	Jim Clements <a href="mailto:jlclemen@ius.edu">jlclemen@ius.edu</a>
Secondary T2T	M500 (equivalent to student)	Same as other secondary candidates.	(10 weeks) Completion of portfolio. Candidate responsible for	3 years licensed teacher, MS degree, models “best practices”, recommended by administration.	(F) Terminal degrees and appropriate 5-12 experience in their subject area(s).	Yes – We review procedures, calendar	Y	Jim Clements <a href="mailto:jlclemen@ius.edu">jlclemen@ius.edu</a>

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	teaching)		<p>one course preparation. By 2<sup>nd</sup> week of student teaching, responsible for two preparations. Assumes all teaching duties of Classroom Supervising Teacher for at least 7 weeks. Lesson plans for teaching must be written, approved by supervising teacher. Preparation of daily journal. Videotape of at least one class. Completion of 'Getting to Know Your Placement School.'</p> <p>SDP 4 is completion of student teaching.</p>	KY: Licensed, 4 yrs + MS degree, "best practices."	<p>(A) At least a master's degree with appropriate K-12 experience in their subject area.</p> <p>(2-3 students per credit hour)</p>	and all evaluation documents; evaluation criteria, rubrics and vocabulary are explained.		
Special Education	M470 UG Practicum	Successful completion of SDP 2. Cleared criminal history check.	<p>(90 clock hours in P-12) Minimum of 3 planned &amp; delivered lessons. T2T candidates who are not full-time teachers and undergraduate candidates complete activities relating to:</p> <ul style="list-style-type: none"> <li>* Characteristics of students</li> <li>* Age appropriate activities</li> <li>* IEP &amp; standards</li> <li>* Adapted test</li> <li>* Case conference</li> <li>* Aide interview</li> <li>* Behavioral intervention</li> <li>* Community resources</li> <li>* Instructional decisions</li> <li>* Self-assessment &amp; goal setting.</li> </ul>	<p>Fully licensed in spec ed area in which candidate is seeking a license w/3 years experience. Recommended by Director of Special Ed. Agreement by building principal and teacher her/himself.</p> <p>(see document on Load Guidelines).</p>	<p>(F) Faculty are certified in license area.</p> <p>(F) Two observations by university faculty.</p>	Yes	Y	Cathy Shea <a href="mailto:cshea@ius.edu">cshea@ius.edu</a>
Special Education								



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Special Education			<ul style="list-style-type: none"> <li>* Case study</li> <li>* Paracoaching file</li> <li>* Program statement sheet</li> <li>* Service monitoring system</li> <li>* Learning/development</li> <li>* Community resources</li> </ul>					
	M550	Midpoint or nearing program completion. "B" or better in all coursework and in "continuation without conditions" status.	Those on limited licenses (permits) complete in their own classrooms. Standards-based portfolio items: Statement of Philosophy, Aide project, Data-based instruction, FBA & BIP, Student goal setting, Developmental stages, Community resources, Family communication.	Supervises under own district's guidelines and resources.	(F) Faculty who are certified in license area.  (See document on Load Guidelines)	District training.	Y	Cathy Shea <a href="mailto:cshea@ius.edu">cshea@ius.edu</a>
	K588	Last courses in program. Successful completion of M550 and "B" or better in all needed coursework. On "continuation without conditions" status.	Those on limited licenses (permits) complete this in their own classrooms. Standards-based portfolio items: case study, Paracoaching file, Program statement sheet, Service monitoring system. Current issues, Community resources.	Supervises under own district's guidelines and resources.	(F) Faculty who are certified in license area.  (See document on Load Guidelines)	District training.	Y	Cathy Shea <a href="mailto:cshea@ius.edu">cshea@ius.edu</a>
Counseling	2 <sup>nd</sup> yr  G524	G500 G504 G523 G532	(100 hours over 1 semester) 3 individual counseling cases , 1 8-10 session group counseling experience, 1 school data report, 1 professional meeting review, 1 Special Ed meeting attendance, 1 ethics	3 years. Must be a licensed school counselor in IN or KY. Meets weekly for 1 hour, supervises cases, read activity logs, evaluates.	(F) Full-time faculty heads bi-weekly class. Meets individually with students 3 sessions. Reviews counseling tapes. One visit to school. Reads activity logs/ reports, evaluates.	Yes-annually. Also supervisor's handbook.	Y	Rosemarie Smead <a href="mailto:rsmead@ius.edu">rsmead@ius.edu</a>

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			evaluation, 15 interactive supervisory sessions, 4 monthly goals analysis.		Twice semester phone contact w/university supervisor.			
	3 <sup>rd</sup> yr G550	G575 G524 G585 G505 G507	3 individual counseling cases. Course is 2 semesters. Teachers document 300 hours, non-teachers document 600 hours, (1 diversity co. case, 1 ESL case, 1 spec. ed case complete., community resource notebook., school improvement project, group counseling, classroom guidance unit. access career guidance info on internet).	3 years. Must be a licensed school counselor in IN or KY. Meets weekly for 1 hour, supervises cases, read activity logs, evaluates.	(A) Adjunct-licensed school counselor in IN or KY with 8 or more years experience. Facilitates bi-weekly class. Meets individually w/students. Reviews couns. tapes. Reads activity logs/reports, evaluates.  (F) Twice semester phone contact with university supervisor.	Yes-annually. Also supervisor's handbook.	Y	Teesue Fields <a href="mailto:thfields@ius.edu">thfields@ius.edu</a>
Kdg. License	M470-I	E315 E337 E338	(90 hours in kdg. classroom teaching 6 lessons)	3 years. Recommendation of principal/ superintendent. "Master teacher" role models for student teachers. Evaluates	Depending on semester A or F.	Handbook for adjunct.	N	Jeanette Nunnelley <a href="mailto:jnunnell@ius.edu">jnunnell@ius.edu</a>
Kdg. License	M550-I	E506 E508 E524	(90 hours in kdg. classroom teaching 6 lessons)	3 years. Recommendation of principal/ superintendent. "Master teacher" role models for student teachers. Supervises and evaluates.	Depending on semester adjunct or faculty. Minimum Master's degree with experience in Kdg.	Handbook for adjunct.	N	Jeanette Nunnelley <a href="mailto:jnunnell@ius.edu">jnunnell@ius.edu</a>
Rdg.	Rdg. License	BS Active teaching certification	IUS graduate students work with peers and children to enhance remedial practices. They interview reading specialists, view assessments, etc. University supervisor observes & students stay connected to campus via e-mail, phone & a seminar. (approx. 40 hours).		(F) PhD tenure track instructor currently teaching literacy courses (undergrad & grad).	No	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>

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Middle/ J. H.	EleP255/ M201/ M301	15 hrs credit in context area P250/P251	Last 6 weeks student teaching in middle 3 ½ wks full time teaching.  (30 hrs)	Fully licensed in content area.	(F) Supervised by tenure track content faculty in SOE.	No	Y	Jane Riehl <a href="mailto:jriehl@ius.edu">jriehl@ius.edu</a>
	S486 (student teaching MS) or S505	M310/M311 (30 hrs)						Walter Ryan <a href="mailto:Wryan@uus.edu">Wryan@uus.edu</a>
	Sec M201	Completed Elementary Ed Psych block 2.5 GPA (60 hrs. completed)	(30 hours in a junior high or middle school in their major)  Interview 2 regular classroom teachers  Interview 1 special education teacher  Teach at least 3 lessons  Observe in a special education resource room for at least 2 class periods  Complete a reflective writing assignment on junior high/middle school that focuses on physical, emotional, social and cognitive development as well as on middle school philosophy, curriculum, and organization. Complete and turn in log sheets on the field experience.	Fully licensed in content area.	Instructor of course evaluates log sheets.	No	Y	Lee Morganett <a href="mailto:lmorgane@ius.edu">lmorgane@ius.edu</a>
Ed Leadership	A695	After completing at	(100 clock hours minimum) Practicum experience under	Successful licensed administrator/ certified	Full time faculty (lecturer or professor)	On site with mentor.	Y	Robin Fankhauser <a href="mailto:rfankhau@ius.edu">rfankhau@ius.edu</a>

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		least 5 required courses with 3.0.	the direct mentorship of an elementary, middle and/or secondary building level administrator. Must complete activities in 9 knowledge-based/cognitive awareness areas of development to show competency in standards.	building administrator (recommended attributes in practicum manual). Must be licensed administrator in IN or KY (state of licensure of candidate). Supt. Must approve of mentor assignment.	from Educational Leadership Program. All served as building level principals and central office adm. during their career.			