ED 461: Professional Internship in Education K-12 (12 Semester Credits)

**Semester:** Fall 2011  
**Instructor:** Dr. Amy Huffman  
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**Office:** Spalding Hall 276  
**Hours:** MW 9:00-10:15 and 1:30-2:45. Other times by appointment.

**Course Description:** For candidates seeking 6-12 certification or K-12 certification, this capstone course applies the integration of pedagogical knowledge, skills, and disposition necessary to successfully design, develop, deliver and evaluate instruction during a semester-long internship in collaboration with one or more on-site secondary teacher educators. Interns are directed in the use of a variety of traditional and contemporary teaching strategies, aids, materials, and activities to meet the needs of a diverse classroom population. They participate in regular seminars, lectures, and/or laboratory sessions in support of their internship activities and must have a means of transportation to the school site.

**Prerequisite:** Acceptance into the Teacher Education Program, successful completion of all Secondary Education Teacher Certification requirements and concurrent enrollment in ED 452: Internship Seminar.

**Required Text:** LCSC Secondary Teacher Education Handbook and Policy Manual

**Goals:** Upon completion of this course, the interns will have refined their knowledge, skills, and dispositions necessary to:

- Make a successful transition into the education profession by observing and interacting with classroom teachers and other educators as an active member of the school staff;
- Undertake primary responsibility for instruction for extended periods of time designing, delivering, and evaluating lessons under the careful supervision of an on-site teacher educator and college supervisor;
- Maintain an accurate and sequentially dated 3-ring binder that includes but is not limited to all lesson plans and related materials used for teaching and written reflections on your instruction and experiences
- Acquire evidence of their abilities to meet the Teacher Education Program standards (located in the Handbook and Policy Manual) demonstrating their effect upon student learning;
- Complete a professional electronic portfolio and pass the Intern Oral Exit Examination

**Materials:** You may need access to a video camera in order to record your teaching for self-evaluation and in order to prepare a 3-4 minute demonstration video of your teaching for inclusion into your portfolio; 3-ring binder.

**Course Requirements and Expectations:** Course requirements and expectations ensure that teacher candidates will demonstrate their ability to successfully meet the LCSC Teacher Program Standards specific to: dedicated professional, knowledgeable professional, content specialist, educational designer, educational facilitator, educational evaluator, and reflective practitioner.
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<th>Requirements/Standards</th>
<th>Performance/Product</th>
<th>Method of Assessment</th>
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<td>Demonstrate characteristics of a dedicated professional</td>
<td>In completing the semester credit internship, candidates will be prompt and regular in attendance, conduct herself/himself in a professional manner, fulfill internship requirements, contribute to the learning of the students in his/her classroom(s), exhibit high ethical standards as outlined in the Policy and Procedures Handbook, and foster positive relationships with colleagues.</td>
<td>1. Maintain and up-to-date three-ring binder 2. Internship Mid-Term and Final Evaluation Forms 3. Internship formative evaluations</td>
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<td>Demonstrate the knowledge, skills, and disposition to design, deliver and evaluate instruction</td>
<td>Take primary responsibility for an extended period of time for the designing, facilitating, and evaluating of classroom instruction demonstrated as appropriate by media/technology and a three-ring binder. For each lesson taught, all interns must provide correct lesson plans and post-lesson reflections. The lessons and associated materials must be evaluated as &quot;proficient&quot; or higher. Interns are expected to teach full time no less than eight weeks. They are expected to transition into full time teaching and transition out of full time teaching in communication with the OSTE and LCSC Faculty Supervisor. Most interns will teach full time longer than eight weeks.</td>
<td>1. Maintain and up-to-date three-ring binder of all lesson plans that have been taught along with all materials and tests/authentic assessments necessary to implement the lesson and reflections 2. Lesson evaluation rubrics</td>
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<td>Demonstrate ability to meet the Teacher Education Program seven program standards</td>
<td>Submit electronic portfolio on the required due date which demonstrates the ability to meet the seven professional standards according to specification provided and rated at &quot;proficient&quot; or higher; pass the Internship Oral Exit Examination with a rating of &quot;proficient&quot; or higher</td>
<td>1. Portfolio assessment rubric rated at &quot;proficient&quot; or higher. 2. Oral Exit Examination rubric rated as &quot;proficient&quot; or higher</td>
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**Evaluation Procedures:** Interns must receive "Proficient" or higher as designated by a 3 rating or Exceptional/Innovative performance 4 rating on formative and summative evaluations. The final grade is reported with a Pass/Fail designation. Failing to complete this course and all its requirements will result in inability to certify to teach.
Syllabus Addendum

Consumer Information

In 2008, the federal government required all post-secondary institutions offering federal financial aid programs to provide key data to both prospective and current students. To comply with this requirement, Lewis-Clark State College has developed a consumer information page, which may be accessed at http://www.lcsc.edu/studentconsumerinformation/

Disability Accommodations

Students requiring special accommodations or course adaptations due to a disability and/or a health-related issue should consult their course instructors and the LCSC Student Counseling Center immediately (RCH 111, 792-2211). Official documentation may be required in order to provide an accommodation and/or adaptation.

Student Rights and Responsibilities

Students have the responsibility for knowing their program requirements, course requirements, and other information associated with their enrollment at LCSC. Students should review the LCSC General Catalog (http://www.lcsc.edu/catalog/) and the LCSC Student Handbook (available at http://www.lcsc.edu/studentservices/contactus.htm) for more information.

Accidents/Student Insurance

Students participating in LCSC classes normally must look to their personal health insurance policy (Student Health Insurance Plan or comparable private coverage) should an accident occur. In the event of an accident, please seek medical help, if necessary, and report the incident to LCSC Security (792-2226). Fieldtrips or other special student activities may also require students to submit a signed participation waiver (forms can be obtained from the supporting Division Office).

Enrollment Verification/Attendance

Students who are not actively pursuing their classes may have to repay part or all of their financial aid awards depending upon the circumstances.

Academic Dishonesty

Academic dishonesty, which includes cheating and plagiarism, is not tolerated at LCSC. Individual faculty members will impose their own policies and sanctions regarding academic dishonesty. Students who are accused of being academically dishonest may be referred to the Dean of Student Services for official disciplinary action.

Illegal File Sharing

Students using LCSC’s computers and/or computer network must comply with the college’s appropriate use policies and are prohibited from illegally downloading or sharing data files of any kind. Specific information about the college’s technology policies and its protocols for combating illegal file sharing may be found on the Dean of Student Services’ web page (http://www.lcsc.edu/studentservices/).

Diversity Vision Statement

Regardless of race, color, age, sex, religion, national origin, disability, veteran status, or sexual orientation, you will be treated and respected as a human being. http://www.lcsc.edu/culturaldiversity/).