Syllabus – MLGE 4250.506 – Integrating Middle Grades Learning

Department of Education Studies
3 Credit Hours
MLGE 4250.506
Fall 2020

Instructor: Dawn “Michelle” Williams
Office: Early Childhood Research Center 209AA
Office Phone: (936) 468-1597
Office Hours: Monday: By Appointment
              Tuesday: 12:00-2:00
              Wednesday: 1:00-2:00
              Thursday: 12:00-2:00
              Friday: By Appointment

There will be a zoom session available in D2L for virtual office hours. I am available to set up appointments for other times in my office, by phone, or through Zoom. I will be reply to email within 24 hours.

Email: williamsdm@sfasu.edu

Please Note: The syllabus may change at the discretion of the instructor. Notification of changes will be made through Brightspace.

Prerequisites: Admission into Educator Certification. Enrolled in Field Experience II.

1. Course Description:

   Integrating Middle Grades Learning - Two semester hours for practicum. Middle Grades curriculum, instruction, and assessment designed to meet the needs of students in content area classes. The professional roles and responsibilities of teaching are also emphasized.

   Justification: Integrating Middle Grades Learning Practicum” (2 credits) meets twice each week (Monday/Wednesday) for eight hours each day for 15 weeks. Students spend this time in a middle level classroom in public school where they observe, teach lessons, work with small groups and perform professional teacher activities. Students must prepare a minimum of three full lessons in their content area and be observed teaching these lessons. They must reflect on their performance and meet with their professor to receive feedback on their progress as a teacher. They are also required to complete weekly journal entries over specific elements of teaching. These activities average at a minimum of 4 hours of work each week to prepare outside of classroom hours. “Integrating Middle Grades Learning Practicum (2 credits; fully online) spans
15 weeks. Students spend approximately 16 hours a week in a middle level classroom in public school where they observe, teach lessons, work with small groups and perform professional teacher activities. Students must prepare a minimum of three full lessons in their content area and be observed teaching these lessons. They must reflect on their performance and meet with their professor to receive feedback on their progress as a teacher. They are also required to complete weekly journal entries over specific elements of teaching. These activities average at a minimum of 4 hours of work each week to prepare outside of classroom hours.

II. Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):

The mission of this course is to prepare competent, successful, careful, caring, and enthusiastic professional educators dedicated to responsible service, leadership and continued professional and intellectual development. The dispositions of service, openness to diversity, collaboration, integrity, academic excellence, and lifelong learning will be emphasized. They provide coherence for our curriculum, clinical experiences, and assessments. The course is linked to the University vision and values, and demonstrates how those values translate into knowledge, skills, and dispositions in the College of Education. It is this philosophy and vision that helps to distinguish our graduates from those of other institutions. Special emphasis is placed on dispositions, assessment, professional development, classroom management and effective lesson design and implementation in this course.

MLG Program Learning Outcomes and Student Learning Objectives:

PLO2: The teacher candidates will understand and use the central concepts, tools of inquiry, standards, research and structures of content to plan and implement curriculum that develops all young adolescents’ competence in subject matter. (AME 2; PPR Standard 1)

Element A: Subject Matter Content
Element B: Interdisciplinary Nature of Knowledge and
Element C: Middle Level Student Standards

SLO 2.1 The teacher candidates will design and teach a minimum of three lessons in their Practicum II classrooms. (TASC 3.11s, 4.6s, 4.7s, 4.10s, 5.1s, 5.7s, 5.9s); (TS 1A (i), 1A(ii), 1A(iii), 1B(i), 1B(ii), 1B(iii), 1C(i), 1C(iii), 1D(i), 1D(ii), 1D(iii), 1E(i), 1E(ii), 1E(iii), 1F(i), 1F(ii), 1F(iii), 2A(i), 2A(ii), 2A(iii), 2B(i), 3B(i), 3B(ii), 3B(iii), 4A(ii), 4B(i), 4B(ii), 4C(ii), 4C(iii), 4D(i), 4D(ii), 4D(iii), 5B(i), 5B(ii), 5D(ii)); (PPR 1.12k, 1.13k, 1.14k, 1.19k, 1.26k, 1.1s, 1.3s, 1.4s, 1.5s, 1.6s, 1.7s, 1.8s, 1.9s, 1.10s, 1.11s, 1.12s, 1.13s, 1.14s, 1.15s, 1.16s, 1.17s, 1.19s, 1.20s, 1.21s, 1.22s, 1.24s, 1.25s, 1.26s, 1.27s, 1.29s, 2.4k, 2.1s, 2.2s, 2.3s, 2.4s, 2.5s, 2.6s, 2.7s, 2.8s, 2.9s, 2.10s, 2.14s, 2.15s, 2.16s, 2.17s, 2.18s, 2.19s, 2.20s, 2.21s, 3.1k, 3.2k, 3.3k, 3.4k, 3.6k, 3.7k, 3.8k, 3.9k, 3.10k, 3.12k, 3.1k, 3.2s, 3.3s, 3.4s, 3.5s, 3.6s, 3.7s, 3.8s, 3.9s, 3.10s, 3.11s, 3.12s, 3.13s, 3.14s, 3.15s, 3.16s, 3.17s, 3.18s, 3.19s, 3.20s)

SLO Assessment 1: Lesson Plans (TASC 3.11s, 5.1s, 5.7s, 5.9s); (ISTE 2.b); (TS 1A(i), 1B(i), 1B(ii), 1B(iii), 1C(i), 1D(i), 1E(i), 3B(i), 5B(i), 5B(ii), 5D(ii)); (PPR 1.12k, 1.14k, 1.19k, 1.26k, 1.1s, 1.4s, 1.5s, 1.6s, 1.7s, 1.9s, 1.10s, 1.12s, 1.13s, 1.14s, 1.15s, 1.16s, 1.17s, 1.19s, 1.20s, 1.21s, 1.22s, 1.24s, 1.25s, 1.26s, 1.27s, 1.29s, 2.4k, 2.1s, 2.2s, 2.3s, 2.4s, 2.5s, 2.6s, 2.7s, 2.8s, 2.9s, 2.10s, 2.14s, 2.15s, 2.16s, 2.17s, 2.18s, 2.19s, 2.20s, 2.21s, 3.1k, 3.2k, 3.3k, 3.4k, 3.6k, 3.7k, 3.8k, 3.9k, 3.10k, 3.12k, 3.1k, 3.2s, 3.3s, 3.4s, 3.5s, 3.6s, 3.7s, 3.8s, 3.9s, 3.10s, 3.11s, 3.12s, 3.13s, 3.14s, 3.15s, 3.16s, 3.17s, 3.18s, 3.19s, 3.20s)

SLO Assessment 2: Observation and Performance Summary (TASC 4.6s, 4.7s, 4.10s), (TS 1A(ii), 1A(iii), 1C(iii), 1D(iii), 1E(iii), 1F(i), 1F(ii), 2A(i), 2A(ii), 2A(iii), 3B(ii), 4A(ii), 4B(i), 4B(ii), 4C(ii), 4C(iii), 4D(ii), 4D(iii), 5B(ii), 5B(iii), 5D(ii)); (PPR 1.13k, 1.3s, 1.8s, 1.11s, 1.18s, 1.22s, 1.25s, 1.27s, 2.4k, 2.1s, 2.2s, 2.3s, 2.5s, 2.6s, 2.7s, 2.8s, 2.9s, 2.10s, 2.14s, 2.15s, 2.16s, 2.17s, 2.18s, 2.19s,
PLO 3: The teacher candidates will understand the major concepts, principles, theories, and research underlying the philosophical foundations of developmentally responsive middle level programs and schools, and they work successfully within these organizational components. (AMLE 3)

Element A: Middle Level Philosophical Foundation
Element B: Middle Level Organization and Best Practices

SLO 3.2 The teacher candidates will reflect over what is happening in their Practicum II classroom and respond in a journal reflection weekly. Some topics will be specific, while some topics will be more general. (TASC 1.15c, 3.1s, 3.5s, 3.16s, 5.7k); (TS 1C(i), 1C(ii), 2B(iii), 2C(iii), SA(i), SC(i), SC(ii)); (PPR 1.6k, 1.2s, 3.5k)

SLO Assessment 3: Journal Reflections over Best Practices (TASC 1.15c, 3.1s, 3.5s, 3.16s, 5.7k)

PLO 4: The teacher candidates will understand, use, and reflect upon the major concepts, principles, theories and research related to data–informed instruction and assessment, and they will employ a variety of strategies for a developmentally appropriate climate to meet the varying abilities and learning styles of all young adolescents. (AMLE 4)

Element A: Content Pedagogy
Element B: Middle Level Instructional Strategies
Element C: Middle Level Assessment and Data-formed Instruction

SLO 4.3 The teacher candidates will complete a Work Sample in which they reflect in detail over lesson design, assessment, delivery, and their own personal strengths and weaknesses as a teacher. This lesson will be videoed on-site and analyzed in depth. (TASC 1.2k, 1.3s, 2.1s, 3.3k, 3.2s, 3.7s, 4.3s, 4.5s, 4.11s, 4.12s, 4.15s); (ISTE 1c, 2b, 2c, 2d, 3d); (TS 6A(ii), 6B(i), 6D(iii)); (PPR 1.28s, 4.14s, 4.18)

PLO 5: The teacher candidates will understand the complexity of teaching young adolescents and they engage in practices and behaviors that develop their competence as professionals. (AMLE 5)

Element A: Professional Roles of Middle Level Teachers
Element B: Dispositions and Professional Behaviors

SLO 5.4 The teacher candidates will conduct themselves as professionals while engaging in the public schools during Practicum II. (TS 4D(v)); (PPR 4.3s, 4.7s, 4.8s)

SLO Assessment 4: Professionalism Grade (TS 4D(v)); PPR 4.3s, 4.7s, 4.8s)

III. Course Assignments, Activities, Instructional Strategies, Use of Technology:

Field Experience 2 Site Agreement 25 points
Lesson Plans (SLO Assessment 1) 150 points.
Teacher Candidates will complete three lesson plans for lessons to be observed during this Field Experience. These lesson plans will be submitted prior to teaching each lesson. Each lesson plan will be worth 50 pts. (If a student is unable to complete an observation due to COVID 19 shutdowns, the student will create a lesson plan even if they cannot actually teach it).

Lesson Observations (SLO Assessment 2) 300 points
Teacher Candidates will be observed teaching three lessons during this Field Experience. Each lesson observation will be worth 100 points. (If a student is unable to complete a lesson
observation due to COVID 19, the student will complete four TLAC units and send verification to the professor. 25 points per unit).

**Teaching Reflection / ELL Summaries (SLO Assessment 2)**

240 points

Teacher Candidates will reflect over the lessons they have taught and provide a written summary of their reflections. 80 points each. (If the student is unable to teach the lesson due to COIVD-19, the student will complete four TLAC units and send verification to the professor – 20 points per unit).

**Zoom Sessions/Discussions (7 - 70 points each)**

70 points

Students who are not officially online students are REQUIRED to attend a weekly zoom session. Online completer students are encouraged to attend if their work schedules allow. Students who are unable to attend the zoom session are required to completed the weekly discussion post.

**Journal Entries (SLO Assessment 3B)**

120 points

Teacher candidates will complete eight journal entries based on their observation and reflections on best teaching practices. Each journal entry will be worth 15 points.

**Pre and Post Zoom Conferences for Work Sample Lesson (25 each)**

50 points.

**Professionalism**

50 points

Professionalism grade will be a compilation of points including: class attendance, participation in class discussions, completion of on-line course evaluation and the exhibition of professional behavior in class and in the practicum setting.

**IV. Evaluation and Assessments (Grading):**

A – 90-100%
B – 80-89%
C – 70-79%
F – Below 70%

Students’ must submit Live Text Assignments into Live Text. You must submit the assignment in both LiveText and D2L to pass the course.

**V. Tentative Course Outline/Calendar:**

This timeline is set for those who are in Nacogdoches or Lufkin. If you have arranged your field experience hours at another site, you will work out your hours with your mentor teacher and keep your own log (similar to this)

<table>
<thead>
<tr>
<th>Date Due</th>
<th>Topic</th>
<th>Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 24</td>
<td>Orientation</td>
<td>10:30 am. – Noon Zoom Session</td>
</tr>
<tr>
<td>Aug. 26</td>
<td>Orientation at the School</td>
<td>Times to be announced for those at McMichael and Lufkin.</td>
</tr>
<tr>
<td>Aug. 31</td>
<td>School Site</td>
<td>Begin Field Experience</td>
</tr>
<tr>
<td>Sept. 1</td>
<td>School Site</td>
<td>Zoom Session/Discussion 1</td>
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<tr>
<td>Sept. 7</td>
<td>No School</td>
<td>Labor Day</td>
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<tr>
<td>Date</td>
<td>Location</td>
<td>Task</td>
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<tr>
<td>Sept. 9</td>
<td>School Site</td>
<td>Journal 1 Due</td>
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<td>Sept. 14</td>
<td>School Site</td>
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<td>Sept. 16</td>
<td>School Site</td>
<td>Journal 2 Due</td>
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<td>Sept. 21</td>
<td>School Site</td>
<td></td>
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<tr>
<td>Sept. 23</td>
<td>School Site</td>
<td>Journal 3 Due</td>
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<tr>
<td>Sept. 28</td>
<td>School Site</td>
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<tr>
<td>Sept. 30</td>
<td>School Site</td>
<td>Journal 4 Due</td>
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<tr>
<td>Oct. 5</td>
<td>School Site</td>
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<tr>
<td>Oct. 7</td>
<td>School Site</td>
<td>Journal 5 Due</td>
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<tr>
<td>Oct. 12</td>
<td>School Site</td>
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<tr>
<td>Oct. 14</td>
<td>School Site</td>
<td>Journal 6 Due</td>
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<td>Oct. 19</td>
<td>School Site</td>
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<tr>
<td>Oct. 21</td>
<td>School Site</td>
<td>Journal 7 Due</td>
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<td>Oct. 26</td>
<td>School Site</td>
<td></td>
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<tr>
<td>Oct 28</td>
<td>School Site</td>
<td>Journal 8 Due</td>
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<tr>
<td>Nov. 2</td>
<td>School Site</td>
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<td>Nov. 4</td>
<td>School Site</td>
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<td>Nov. 9</td>
<td>School Site</td>
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<td>Nov. 11</td>
<td>School Site</td>
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<tr>
<td>Nov. 16</td>
<td>School Site</td>
<td></td>
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<tr>
<td>Nov. 18</td>
<td>School Site</td>
<td></td>
</tr>
</tbody>
</table>

*All observations must be completed!*
<table>
<thead>
<tr>
<th>Nov. 23 and 15</th>
<th>No School</th>
<th>Happy Thanksgiving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov. 30</td>
<td>School site</td>
<td></td>
</tr>
<tr>
<td>Dec. 2</td>
<td>School Site</td>
<td>Last Day at School Site – **Attendance Log Due in D2L &amp; Livetext</td>
</tr>
<tr>
<td>Dec. 7</td>
<td>No Final in the Lab</td>
<td>Final Week – No Zoom Session or required hours in the school.</td>
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**This assignment is related to accountability and accreditation and are submitted into LiveText**

**Required Textbook:**

Required for preparation for content exam:

You must purchase either **Certify Teacher OR 240 Tutoring**

A **Certify Teacher** subscription to the Test Prep software costs $35 with our Promo Code JACKS4728. **You need to purchase Test Prep NOT the Study Guide.** The promo code does NOT work for the study guide. Certify Teacher provides practice test questions only. You will have access in 35 day increments for up to 3 years or until you pass the exam, whichever comes first. **You must use your @Jacks email when you create the account for the Promo code to work and for Ms. Hamilton to be able to access your progress.**

A **240 Tutoring** subscription is $40 a month. You sign up with an email link that Karla Hamilton must send to you. **240 Tutoring has both practice test questions AND study material.**

Send questions to Karla Hamilton kmhamilton@sfasu.edu 936-468-1821

**Required: LiveText FEM Add-On Instructions for Students**

In this course you must purchase and activate the LiveText add-on, Field Experience Module (FEM), PRIOR to your first day of field experience. Failure to purchase and activate the account and/or submit the required assignments within the FEM system may result in course failure.

This course uses the LiveText data management system to collect critical assessments for students who are Perkins College of Education majors (undergraduate, graduate, and doctoral) and majors in other colleges seeking educator certification through the Perkins College of Education. Students who do not have an existing LiveText account will receive an access code via the SFA email system within the first week of class. You will be required to register your LiveText account, and you will be notified how to do this via email. If you forward your SFA email to another account and do not receive an email concerning LiveText registration, please be sure to check your junk mail folder and your spam filter for these emails.

**If you have a question about obtaining or registering your LiveText account, call ext. 1267 or email SFALiveText@jacks.sfasu.edu. Once LiveText is activated, if you have technical questions, call ext. 7050 or email livetext@jacks.sfasu.edu. Failure to do so may result in course failure.**

**VII. Course Evaluations:**
Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses taken within the PCOE. Evaluation data is used for a variety of important purposes including: 1. Course and program improvement, planning, and accreditation; 2. Instruction evaluation purposes; and 3. Making decisions on faculty tenure, promotion, pay, and retention. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the Perkins College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

VIII. Student Ethics and Other Policy Information: Policy 6.7

**Attendance:** Regular, punctual attendance, documented participation, and submission of completed assignments are expected at all classes, laboratories, and other activities for which you are registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester depending of the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**Students with Disabilities: Policy 6.1 and 6.6**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004/468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Student Academic Integrity: Policy 4.1**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an
assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work, when it is at least partly the work of another person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; and (3) incorporating the words or ideas of an author into one’s paper or presentation without giving the author due credit.

Penalties for Academic Dishonesty

Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, resubmission of the work, make-up exam, failure of the course, or expulsion from the university.

Student Appeals

A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3)

Withheld Grades Semester Grades Policy 5.5

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes and F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Student Code of Conduct: Policy 10.4

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program at SFA. Information regarding the iCare program is found at https://www.sfasu.judicial/earlyalert.asp or call the office at 936-468-2703.

LiveText:

This course uses the LiveText data management system to collect critical assessments for students who are Perkins College of Education majors (undergraduate, graduate, and doctoral) or majors in other colleges seeking educator certification through the Perkins College of Education. Students who do not have an existing LiveText account will receive an access code via the SFA email system within the first week of class. You will be required to register your LiveText account, and you will be notified how to do this via email. If you forward your SFA email to another account and do not
receive an email concerning LiveText registration, please be sure to check your junk mail folder and your spam filter for these emails.

If you have questions about obtaining or registering your LiveText account, call ext. 1267 or e-mail SFALiveText@sfasu.edu. Once LiveText is activated, if you have technical questions, call ext. 7050 or email livetext@sfasu.edu. Failure to activate the account and/or submit the required assignment(s) within the LiveText system may result in course failure.

Student Code of Conduct: Policy 10.4

Disruptive Behavior--Interference or disruption of students, faculty, administration, staff, the educational mission, or routine operations of the university is prohibited. Such activity includes, but is not limited to, behavior in a classroom or instructional program that interferes with the instructor or presenter’s ability to conduct the class or program, or the ability of others to profit from the class or program. To remain in the vicinity of activity that is disrupting normal university functions when requested to leave by a university official is prohibited. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program at SFA.

Masks (cloth face coverings) must be worn over the nose and mouth at all times in this class and appropriate physical distancing must be observed. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions.


IX. Other Relevant Course Information:

Expectations:

1. Future teachers are held accountable for correct spelling and grammar usage. Spelling and correct grammar are expected at all times, on all assignments. Points will be deducted for incorrect spelling and poor grammar. If you are experiencing difficulty with standard English and the conventions of speaking and writing, you should seek assistance at the campus Academic Resource Center. Call 468-4108. You may also visit the following website for assistance in writing: www.columbia.edu/acis/bartleby/strunk
2. All submitted work must be typed unless the instructor provides a template (i.e. in-class assignments). Handwritten work will not be accepted.
3. In order to pass this course ALL WORK must be completed and submitted to the instructor.
4. All work should be completed by the due date. The grade for all work turned in within 1 week of the due date will be penalized by 10%. The grade for all work turned in within 2 weeks of the due date will be penalized by 20%. After two weeks, work must be completed and turned in, but will receive a grade of 0. Any exceptions must be approved ahead of time by the professor.
5. Students are expected to read all assignments BEFORE coming to class and be prepared to participate in all class discussions. Participation will be noted according to the depth and
comprehension of your responses during class discussions. Participation will contribute to your final professionalism grade (8 points max).

**Professionalism:**
Enthusiastic completion of the course activities is of utmost importance in demonstrating commitment to becoming a responsible teacher. Mastery and professional products reflect quality work and reflect on the work you will produce as a teacher. Attitude and confidentiality are essential in determining the teacher’s potential as a successful educator.

Gossiping is a reflection of negativism, lack of maturity, and integrity. If problems occur, go to your university professor: you will find that others’ attitudes are easily influenced through negativity.

Cell phones should be turned off during class. Texting during class is not a professional behavior. Violations of this policy will result in a reduction of your professionalism grade (Conduct in class).

**Certification/Licensing Requirements**
To complete Certification/Licensing Requirements in Texas related to public education, you will be required to:

1. Undergo criminal background checks for field or clinical experiences on public school campuses; the public school campuses are responsible for the criminal background check; YOU are responsible for completing the information form requesting the criminal background check; the completed information form is due February 1, 2013. If you have a history of criminal activity, you may not be allowed to complete field or clinical experiences on public school campuses. At that point, you may want to reconsider your major while at SFASU.
2. Provide one of the following primary ID documents: passport, driver’s license, state or providence ID cards, a national ID card, or military ID card to take the TExES exams (additional information available at [www.texes.ets.org/registrationBulletin/](http://www.texes.ets.org/registrationBulletin/)). YOU must provide legal documentation to be allowed to take these mandated examinations that are related to certification/licensing requirements in Texas. If you do not have legal documentation, you may want to reconsider your major while at SFASU.
3. Successfully complete a state mandated fingerprint background check. If you have a history of criminal activity, you may want to reconsider your major while at SFASU.

**For Spring 2021 Student Teaching,** the following dates have been established:
1. Currently – On-line application available
2. September, 2020 – Deadline for submitting on-line application
3. December 15, 2020 - Passing scores on the content area certification exam must be received in the Educator Certification Office.