

ECE 576 Pre-Registration Information

2011-2012

Orientation Purpose

- Does NOT replace August Town Meeting!
- Orientation is only on placements
 - Complete an Application for Final Clinical Practice
 - GC will arrange placement before
 - Town Meeting, and start of GC semester
 - You will be contacted via your GC email on placements over the summer
 - Enable you to start placement/journal ASAP (if everything is lined up/approved)

Spring Registration

- ECE 576 enrollment is only by LBD Program approval

1. We MUST have your application by September 12 to process, AND
2. You MUST have attended orientation, AND
3. WE MUST HAVE ONE PRAXIS PASSING SCORE and other Checkpoint 2 requirements
 - There is NO online registration for field courses

- Check your Curriculum Contract to ensure you are meeting the requirements of your program

Mentored Teaching

- **All LBD field courses are mentored experiences in schools**
 - Coaching and support from a qualified local teacher (mentor)
 - Focus on instruction with LBD students
 - Learning a consistent student “caseload” and paperwork
 - Learning all the aspects of the job
 - Coaching and feedback from a college field supervisor

ECE 576 Practicum Focus

- Enable you to demonstrate proficiency in the classroom by the end of the semester
 - Planned sequences of instruction
 - Classroom and behavior management
- Prepare you to take on full responsibilities of an LBD teacher including non-instructional responsibilities
 - Organizational and record-keeping responsibilities
 - Leadership and advocacy in the school
- Implement ongoing personal professional growth activities to improve your teaching and its impact on student learning

Reminder: LBD Students

Children from ages K through Grade 12 on an LBD teacher's caseload (yours or your mentor's)

- specific learning disabilities (LD),
- emotional/behavioral disabilities (EBD),
- mild mental/cognitive disabilities (MMD),
- developmental delays (children under age 9 years), and

Children with other disabilities are included ONLY IF the student has normal or mild cognitive disabilities. May include:

- autism,
- traumatic brain injury (TBI),
- orthopedic impairments (physical disabilities),
- other health impairments, and
- multiple disabilities.

Does NOT include functional mental disabilities (FMD: moderate and severe cognitive disabilities)

Instructional Location

Activities with LBD students

- MUST involve regular planned instruction on IEP goals (reading, writing, math, etc.) as well as general curriculum content

- May occur:
 - in an LBD resource room
 - in an EBD or other self-contained room
 - in a collaboration classroom (LBD co-teaching)
 - Includes only what LBD teachers are responsible for teaching in this setting
 - Does not generally include whole class instruction

Instructional Activities

- ECE 576 focuses on specialty designed instruction to meet IEP needs
 - Planning, implementing and following up
 - Unit; lessons
 - Planning and conducting sequences of lessons
 - Small group work on skills
 - 1-1 intensive, planned instruction
 - Assessment for instruction, progress monitoring
 - Other

Other Activities

Must assume greater responsibilities than ECE 575

You MUST be in the ROLE OF AN LBD TEACHER:

- Participate in ARC in the role of LBD teacher (with parent permission)
- Develop IEP's
- Prepare ARC paperwork (referrals, ARC meeting records, etc.)
- Special education team meetings
- Implement your Professional Growth Plan
- Eligibility assessments if appropriate to district
- Leadership and advocacy
- Other

LBD Mentor Teacher

Qualifications

- Must hold LBD certification
- Must hold a masters degree
- Must have 3+ years teaching experience as an LBD teacher
 - Be in the building
 - Preferably is currently teaching LBD

- While you may recommend a mentor, G-town will review and make final decision in conjunction with the school district

LBD Mentor Agreement

- Georgetown pays the LBD local mentor
- YOU are responsible for giving the mentor their materials
 - Mailing in the W-9 , contract (“Mentor Responsibilities”) and school placement agreement
- At the end of the semester, YOU
 - Are responsible for mailing in the mentor’s materials (their log of hours, their evaluation of you)

In-Class Coaching Time

Total of **30+ mentoring/coaching** hours with your local LBD mentor teacher

10 hours in the classroom

- Children are present
- May be in your class or the mentor's classroom
 - The mentor observes you informally in such areas as:
 - behavior management,
 - classroom routines, and
 - instruction;
 - The mentor will formally observe you teach at least two specific lessons.

Outside Coaching Time

20 hours outside the classroom

- No children are present
- Activities you can do together:
 - discuss LBD and faculty procedures;
 - coach you for your ARC meetings;
 - train you in conducting and scoring individual assessments;
 - train you in reviewing data and developing IEP's;
 - discuss topics posed during the content component of ECE 576;
 - train or review classroom materials, programs, assistive or other technology; OR
 - meet with you for feedback and evaluation purposes.

Differences

ECE 575B

- Did not require employment as an LBD teacher
- 60 hrs in field/10 wks
- 15 mentoring hrs
- 2 formal observations
 - 1 mentor
 - 1 college

ECE 576

- Requires LBD teaching position OR approved placement
- 12 weeks
- 30 mentoring hours
- 4+ formal observations
 - 2 mentor
 - 2 college (4 if student teaching)

FOR “LBD Teachers”

Must be on a **Temp Provisional**
(TC-TP) in effect for 2011-2012

Placements for LBD Teachers

- If you are employed in an LBD teaching position:
 - We use your school and setting
 - But GC must approve the activities and your mentor
 - Formalized in a school mentoring agreement, part of your Temp Provisional certification
- We CANNOT accept any substitute positions

KTIP (only for LBD Teachers)

- To KTIP, you must be employed as an LBD teacher
- If you have passed **BOTH LBD Praxis tests**, G-town can recommend you for KTIP
- KTIP is handled by your school/district, not G-town
- If you are on a Temp Provisional LBD certificate, you MUST KTIP in order to teach a 3rd year (you are only eligible for 2 Temp Provisional renewals)
- Courses taken up to Checkpoint 2 prepare you for KTIP
- KTIP is intensive, BUT **we recommend completing KTIP along with ECE 576 if possible**

KTIP Mentors

If you are doing KTIP (arranged by the school), the KTIP mentor can be your G-town mentor **ONLY IF the KTIP mentor is LBD certified.**

- KTIP mentor observations can be accepted as the G-town mentor observations (we need a copy of the signed KTIP mentor's cycle form)
- KTIP mentors are only paid by G-town if they do 30 additional mentoring hours, above the KTIP mentoring requirements

ALL OTHERS NOT LBD

Regular education teachers
Long-term substitute teachers
Private school teachers
Instructional assistants
Other school positions
Not employed in school

- ECE 576 requires advance approval
- **THE SETTING DEPENDS ON YOUR CURRENT KENTUCKY CERTIFICATION STATUS**

NEW UNDERSTANDING

- If you are **adding LBD** to a current KY elementary, secondary, or other base (stand-alone) certificate
 - We have some flexibility
 - Does NOT include substitute teaching certificates
- **IF you do NOT hold a current KY base certificate, then you MUST student teach ---NEW**

“Approved Placements”

for everyone not an LBD teacher

- If you are already certified

- Flexibility

- If you are not already certified

- Student teaching

Certificate Extensions

Those with a Kentucky

- **Base** teaching certificate
- **Restricted base** certificate OR
- **Statement of Eligibility** for the above

KY “Base” Certificates =

- Elementary, Middle or Secondary
- P-12 in other special ed: MSD, HI, VI
(not Temp Provisional for these)

Restricted Base

- P-12 art, foreign language, health, PE, music, school media librarian
- Grades 5-12 agriculture, business/marketing, family/consumer science, industrial education, engineering, technology

Certified Teachers

- If you are employed in a school in 2011-2012
 - we work within your school setting
- If you are not in a school
 - we make a practicum (unpaid) placement for you.

In either case – Good News for You!

1. **100+ hours** of LBD activities
2. At least **3 consecutive days** of full-time LBD teaching responsibilities
3. Schedule is based on a field agreement with principal, mentor and GC

Regular Class Teachers

- To count ANY (a small portion of) hours in your regular classroom:

- You must be working directly on academic activities planned specifically for LBD-caseload students (not whole class)

AND

- You are NOT responsible for the whole class during your LBD hours (you MUST reverse roles with an LBD collaboration teacher)

- You must also have other instructional experiences with LBD caseload students outside your general education classroom

- During planning or lunch, after school (ESS, etc.), fall break, other

Non-Certified

LBD will be your initial certificate

Non-Certified Candidates

- You MUST student teach.
- 12 weeks (60 school days) full-time student teaching
 - NOT in your current school if employed
 - NOT with a relative or colleague
 - NOT counted "by the hour"
- Full days (same as your mentor/cooperating teacher)
- At least 2 weeks where candidate is responsible for preparing, implementing and supervising all lesson plans and instructional activities ("solo")
- Absences must be approved in advance by GC (only for emergencies)

Student Teachers

Suggest a district(s) on the application

- You must be unpaid when you are a student teacher

G-town will make student teaching arrangements with the district

- There are legal requirements for districts and GC

Fayette, Jefferson Co.

- Jefferson has an **online application** for student teaching in their district
 - already open
- JCPS and FCPS have deadlines of **August 1** for student teaching placements to be **final with ALL paperwork processed**
- **This does NOT replace your GC application for ECE 576 now.**

Student Teachers

You must have on file with GC:

- Medical exam form with TB screen test documentation
- KEA-SP membership for professional liability insurance

Once you are notified of district,

- You must have your criminal records check
- After specific assignment is given, YOU make arrangements with the school for start date
- Requires a signed agreement with the principal and mentor

Liability Insurance

Cheapest:

- KEA-SP (KY Ed Association Student Program)
- Is set up for student coverage through National (NEA-SP)
- \$21 membership includes coverage
- http://www.kea.org/student_prog/

Criminal Records Check

All student teachers MUST have the finger-print check as required of all certified employees in the district

- You may have already completed this in an application for LBD or substitute teaching in THAT DISTRICT
- If so, you must provide GC documentation

Need **driver's license or photo ID and SS card**
There is a **fee \$\$ - take a check** (not credit card)

Allow **4-6 WEEKS** for results to come back
BEFORE you can start your placement!

Jefferson County

- Fingerprinting for Fall Student Teachers ONLY AVAILABLE
 - Monday April 18 – Friday May 13
 - M-W-F 8am-11am
 - T-TH 1pm-4pm
- JCPS Online Application Login
- https://apps.jefferson.kyschools.us/applicantsecure/student_teaching/login.asp

Fayette County

- After we have confirmed with Fayette County, go to
 - FCPS HR Application Center
 - M-F 8am-5pm
 - For fingerprinting

Next Steps

1. **Mail your ECE 576 Application NOW - DUE September 12**
 - Changes should be emailed when known
2. **Review the powerpoint and contact Angela Rexroat for Placement Forms or with general questions** – for QA/student teachers
3. **If you are extending your certificate --**
Contact for individual conference – to develop strategies for completing 576

This summer.....

- **Check your email for more specifics!!!**
- **No later than Nov. 15, student teachers should be getting medical exam/TB screen, finger prints, liability insurance**