

INTERN/MENTOR TEACHER TRANSITION PLAN for Dec. 2023 Grads -Chester-Clover-York

(This is ONLY a model to help organize internship. This is not a requirement)

WEEK OF:	Subject/ Class 1	Subject/ Class 2	Subject/ Class 3	Subject/ Class 4	Subject 5/Class	Other	INTERN RESPONSIBILITIES
July 31							<ul style="list-style-type: none"> Begin Internship in host school on July 31st– attend professional development/faculty sessions – get acquainted with faculty/staff, work with the mentor on classroom set-up and assist with any class preparations Co-plan for first days of school
Aug 7	IO/MI	IO/MI	IO/MI	IO/MI	IO/MI	IO/MI	<ul style="list-style-type: none"> Get acquainted with students in the class(es) Begin co-teaching small segments of lessons with your mentor Begin assisting with mentor duties
Aug 14	IO/MI	IO/MI	IO/MI	IO/MI	MI	MI	<ul style="list-style-type: none"> Co-teach <u>1 entire lesson</u> with mentor this week Continue co-teaching small segments of lessons with your mentor Continue assisting mentor with duties Friday, Aug 18- Initial Internship II Institute – 9:00 -3:00 Details will be forthcoming on location – check emails for updates
Aug 21	IO/MI	IO/MI	IO/MI	IO/MI	MI	MI	<ul style="list-style-type: none"> Co-teach <u>1 entire lesson</u> with mentor this week Continue planning and solo/co-teaching with mentor <u>Intern teaches 1 subject/class period every day</u> (intern has planned lessons, etc. – will take lead in teaching and assessment of subjects) <u>Intern plans for the teaching of 2 subjects /class periods to be taught every day next week-</u> (intern to teach solo or take lead in co-teaching, intern to take lead in material preparation, etc.) Monday, August 28– edTPA session (all day) – details will be forthcoming
Aug 28	IO/MI	IO/MI	IO/MI	MI	MI	MI	<ul style="list-style-type: none"> Monday, August 28– edTPA session (all day) – details will be forthcoming Continue planning and solo/co-teaching with mentor Intern teaches 2 subjects/class periods every day (intern has planned lessons, etc. – will take lead in teaching and assessment of subjects) Intern plans for the teaching of 3 subjects/class periods to be taught every day next week - (intern to teach solo or take lead in co-teaching, intern to take lead in material preparation, etc.)
Sept 4	IO/MI	IO/MI	MI	MI	MI	MI	<ul style="list-style-type: none"> Continue planning and solo/co-teaching with mentor Intern teaches 3 subjects/class periods every day (intern has planned lessons, etc. – will take lead in teaching and assessment of subjects) Intern plans for the teaching of 4 subjects/class periods to be taught every day next week - (intern to teach solo or take lead in co-teaching, intern to take lead in material preparation, etc. Remember, keep a good balance between solo teaching and co-teaching)

IO/MI= Intern Observes and Co-Teaches Small Segments

MI= Intern and Mentor Co-teach with mentor taking lead role in planning

I = Intern takes lead for co-teaching and solo teaching experiences that include planning, instruction, assessment, and managing the environment

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Sept 11	IO/MI	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> Continue lead planning and solo/co-teaching with mentor Intern teaches 4 subjects/class periods every day (intern has planned lessons, etc. – will take lead in teaching and assessment of subjects) Monday, September 18 – edTPA session (all day) – details will be forthcoming
Sept 18	MI	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> Intern teaches 4 subjects/class periods every day (intern has planned lessons, etc. – will take lead in teaching and assessment of subjects) Intern plans to begin teaching full-time beginning next week
Sept 25	MI	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> FULL TIME TEACHING (co-teaching/solo) begins Monday, September 25 and runs through Friday, November 10. (Remember...a good balance between co-teaching and solo teaching) Thursday, September 28 – Wednesday, October 4 – Mid-term conferences Monday, October 2 – edTPA session (all day) – details will be forthcoming
Oct 2	MI	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> Monday, October 2 – edTPA session (all day) – details will be forthcoming FULL TIME TEACHING (co-teaching/solo) Mid-term conferences continue through Wednesday, October 4
Oct 9							<ul style="list-style-type: none"> Fall Intercession
Oct 16	I	I	MI	MI	MI	MI	<ul style="list-style-type: none"> FULL TIME TEACHING (co-teaching/solo) Week of October 16 – edTPA portfolio submission for Pearson grading Thursday, October 19 – edTPA uploaded to SL&L
Oct 23	I	I	I	MI	MI	MI	<ul style="list-style-type: none"> FULL-TIME TEACHING (co-teaching/solo)
Oct 30	I	I	MI	MI	MI	MI	<ul style="list-style-type: none"> FULL-TIME TEACHING (co-teaching/solo)
Nov 6	I	I	MI	MI	MI	MI	<ul style="list-style-type: none"> FULL TIME TEACHING ends Nov. 10 – work with mentor for a plan on giving back subjects/class periods (example: what subject to give back first, what you might need to continue teaching until the end of the semester, etc.) Teach/plan and work with mentor on giving back 2 subjects/class periods next week.
Nov 13	I	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> Intern continues to co-teach/solo teach in own classroom – observe in other classrooms as well - The mentor sets up classroom visits, etc. with other teachers. Intern has responsibility for meeting and planning with the other teacher(s) for co-teaching in their classrooms. - Work with mentor on giving back 4 subjects/class periods for week after break
Nov 20	I	MI					<ul style="list-style-type: none"> The mentor sets up classroom visits, etc. with other teachers. Intern has responsibility for meeting and planning with the other teacher(s) for co-teaching in their classrooms.

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Nov 27	I	MI	MI	MI	MI	MI	<ul style="list-style-type: none"> • Intern continues to co-teach/solo teach in own classroom – observe in other classrooms as well - The mentor sets up classroom visits, etc. with other teachers. Intern has responsibility for meeting and planning with the other teacher(s) for co-teaching in their classrooms • Final evaluation conferences – Monday, November 27- Friday, December 1 • Final day of internship – Friday, December 1
Dec 4							<ul style="list-style-type: none"> • <u>Dec 5</u> – Study Day (Interns do NOT have to report to host schools on Study Day or during exam week) • <u>Dec 6 -12</u> Final Exams
Dec 4- Dec 13							<ul style="list-style-type: none"> • Make-up days for internship, if needed – December 4 – 14 • Week of December 11 – Teacher Education Convocation – Specific date and time TBA – details about this special event will be communicated, in advance, to interns
On Dec 15							<ul style="list-style-type: none"> • Teacher Education Convocation Ceremony – 4:00 pm – Plowden Auditorium

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