

Supervisor Calendar for Year-Long Internship 2026-2027 School Districts

Supervisor information/forms will be posted at <https://www.winthrop.edu/ceshs/rex/field-office-internship-and-field-experience.aspx>. All supervisors will participate in a meeting at the beginning of the semester. NEW supervisors will have an additional in-depth training session on the process, forms, etc. for internship supervision. Supervisor meetings will be via Zoom.

**** Since the state requires university supervisors to be evaluator trained in SCTS 4.0 before supervising a teacher candidate, any new supervisor who has not been evaluator trained in SCTS 4.0 will need to contact the Office of Field and Clinical Experiences for training information.**

Internship I – Fall 2026

Monday, July 27	Interns will begin at their host schools (the day their mentor teacher begins for the year).
Wednesday, August 12	Required Initial Internship Institute for all Internship I teacher candidates and mentor teachers. The session will be held in Plowden and will run from 1:00 pm - 6:00 pm. Fee free to join the session.
Thursday, August 13	NEW Supervisor training on WU forms and processes- 9:00-11:00 – New supervisors will be notified of the location prior to the meeting.
Monday, August 17 or Wednesday, August 19	Supervisor meeting for ALL supervisors – 9:00-10:00 – Supervisors <u>choose 1 virtual meeting to attend.</u> Links to meetings will be sent out closer to the <u>date.</u>
Wednesday, August 12	Mentor Informational Meeting – Option 1 - 4:30 pm – 5:30 pm – in-person - <i>*One of two dates offered for this informational meeting</i> (Supervisors are welcome to attend. – New supervisors are encouraged to attend one of the sessions.)
Thursday, August 13	Mentor Informational Meeting – Option 2 - 5:00 pm – 6:00 pm – virtual through zoom – link for joining the meeting will be sent in advance - - <i>*Second date of two dates offered</i> (Supervisors are welcome to attend. – New supervisors are encouraged to attend one of the sessions.)
Tuesday, August 25	Interns begin reporting to their host schools on a modified schedule set up by individual program areas.
Friday, August 21	<u>Final</u> date for travel authorizations to be turned into Omarion Kelly in 141 Withers. Per accounting, all authorizations must include original signatures. Digital signatures are accepted as long as they are a capture of your handwritten signature. <u>Please note</u> that if conducting introductory meetings face-to-face with the interns you supervise and their mentors, your authorization needs to be in place at least 7 days before that meeting. Introductory meetings, whether face-to-face or virtual, need to

	take place <u>no later than August 28th</u> . Interns will have been in their placements for a month by this time.
Monday, September 21– Friday, October 3	Midterm conferences to be held
Thursday, October 9	Internship I midterm evaluation grades due on Wingspan by 5:00 pm
Monday, October 13	Midterm Evaluation Report and supporting evidence scanned and uploaded to SL&L, and evaluation rubric recorded on SL&L (supporting evidence – supervisor observations, site-based observer observations and, if intern on contract, mentor observations)
Friday, October 13 – Monday, October 14	Winthrop Fall Break; No Winthrop classes; interns report to host school on designated internship days
Monday, November 17 – Wednesday, November 25	Final evaluation conferences to be held
Tuesday, December 9	Study Day - Interns are not required to report to their host school.
Wednesday, December 10 – Tuesday, December 16	Final exams – Interns are not required to report to their host school.
Wednesday, December 17	Required for Interns - Internship Boot Camp for Internship II – 8:00 am – 12:30 pm (interns to receive specific details)
Thursday, December 18	Final Evaluation grades due in Wingspan by 5:00 PM
Thursday, December 18	Interns report to host school every day until the district closes for winter break.
Friday, December 19	Final Evaluation Report and supporting evidence scanned and uploaded to SL&L, and evaluation rubric recorded on SL&L (supporting evidence – supervisor AND site-based observations and, if intern on contract, mentor observations)
Friday, December 19	Travel Reimbursement for Internship I supervision due to Omarion Kelly in Withers 141; Complete TA for spring semester

Supervisor Calendar for Year-Long Internship II

Internship II – Spring 2027

First week in January	Interns report to assigned host school for the Internship II experience.
Thursday, January 7	Supervisor Training (New supervisors especially) 9:00-11:00 (Location TBA - closer to the time of the training)
Wednesday, January 6	Mentor Informational Meeting for all new Internship II mentors – virtual meeting, 5:00 pm – 6:00 pm (zoom link will be sent in advance) – If you have a mentor new to Internship II, please encourage them to attend. All mentors are welcome to attend, but new mentors really need to participate.
Friday, January 8	Final date for travel authorizations to be turned into Omarion Kelly in Withers 141 – Per accounting, all authorizations must include handwritten signatures (hard or digital).
Week of January 11	Supervisors meet with interns in new placements; need to meet with both interns and mentors for introductory meetings.
Wednesday, January 20	Education Career Fair – 10:00-12:30 in Richardson Ballroom (A and B)
Monday, February 8 – Wednesday, February 24	Midterm evaluation conferences to be held Monday, February 15 - Friday, February 19 - Winter Intersession (for most districts)
Thursday, February 25	Midterm evaluation grades to be recorded in Wingspan by 5:00 pm
Monday, February 22- Friday, April 9	Full-time teaching (minimum)
Monday, March 1	Midterm Evaluation Report and supporting evidence scanned and uploaded to SL&L, and evaluation rubric recorded on SL&L (supporting evidence – supervisor observations, site-based observer observations and, if intern on contract, mentor observations)
Monday, April 12 – Thursday, April 22	Final evaluation conferences to be held
Friday, April 23	Last day of internship in the schools
Monday, April 26 – Tuesday, May 4	Days available for internship make-up in the schools
Friday, April 30	Travel Reimbursement for Internship II supervision due to Omarion Kelly in Withers 141
Wednesday, May 5	Graduate degree grades reported in Wingspan by 3:00 pm

Wednesday, May 5	Teacher Education Convocation – <u>Wednesday, May 5</u> – candidates from CAS and CVPA (undergrad. and MAT) all programs; 4:00 pm -5:00 pm Plowden Auditorium
Thursday, May 6	Undergraduate grades reported in Wingspan by 9:00 am Final Evaluation Report and supporting evidence scanned and uploaded to SL&L, and evaluation rubric recorded on SL&L (supporting evidence – supervisor AND site-based observations and, if intern is on contract, mentor observations)
Friday, May 7	Teacher Education Convocation - candidates from the CESHs (undergrad. and MAT) all programs; 4:00 pm -5:00 pm Plowden Auditorium
Saturday, May 8	Commencement – Winthrop Coliseum (times TBA)

***edTPA dates for spring 2026 are listed below. Program areas determine whether to follow the Submission Cycle 1 Calendar or the Submission Cycle 2 Calendar.

edTPA Calendar Dates (2026 edTPA submission dates have not been released; dates in highlight are subject to change)

Program areas will determine/communicate if following the “Submission Cycle 1 Calendar Dates” or the “Submission Cycle 2 Calendar Dates”

Submission Cycle 1 Dates: (scores from Cycle 1 submission will be back **March 26** from Pearson)

edTPA Friday workdays on campus- January 23, February 6, and February 27

edTPA uploaded to SLL – Date chosen and communicated by program area

edTPA portfolio submission – week of March 2 (March 5th 11:59 pm deadline)

Submission Cycle 2 Dates: (scores from Cycle 2 submission will be back **April 9** from Pearson)

edTPA Friday workdays on campus – January 30, February 13, and March 6

edTPA uploaded to SL&L – Date chosen and communicated by program area

edTPA portfolio submission – week of March 16 (March 19th 11:59 pm deadline)

Please double-check the Pearson website for correct dates and updates.

https://www.edtpa.com/PageView.aspx?f=GEN_ScoreReporting.html