

Supervisor Calendar Internship I

Spring 2023

NEW supervisors will have an additional in-depth training session on the process, forms, etc. for internship supervision.

At this time, all meetings for supervisors will be virtual. I will send a link prior to meeting in order for you to join in.

Internship I – spring 2023

Week of January 3 – Interns report to assigned host school for the Internship I experience – They stay all day, every day until Winthrop classes begin on January 10. At that time, they are to begin their program area modified schedule in the schools.

Week of January 2 – Supervisors need to meet with both intern and mentor for an introductory meeting (can be virtual)

Wednesday, January 4 – “A Look into Internship I” for Internship I teacher candidates – virtual event 3:00-4:30 (required)

Thursday, January 5 - Supervisor Training (**New supervisors**) 9:00-11:00 - This will be a virtual training and the link will be sent to you before the meeting.

Friday, January 13 - Final date for travel authorizations to be turned in to Jamie Larsen in Withers 141

Wednesday, January 18– training for any supervisor or mentor who hasn’t had ADEPT training and/or South Carolina Mentor Training (Dia Hablutzal will notify those who need this training.) 4:00-6:00 – This will be a virtual training and the link will be sent in advance of this training.

Thursday, February 16 – Wednesday, February 22 – Midterm evaluation conferences to be held

Thursday, February 23- Midterm evaluation grades to be recorded in Wingspan by 5:00 pm

Monday, February 27 - Midterm Evaluation Report and supporting evidence scanned and uploaded to Via, and evaluation rubric recorded on Via (supporting evidence – supervisor observations, site-based observer observations and, if intern on contract, mentor observations)

Monday, March 13 – Friday, March 17 – Winthrop’s Spring Break week – Programs will determine which days the candidates are to go into the field for the week.

Thursday, April 13 – Thursday, April 20 - Final evaluation conferences to be held

Monday, April 24 - Last day of internship in the schools

Tuesday, April 25 – Study Day – candidates are not required to go into the internship but can choose to do so

Wednesday, April 26 – Tuesday, May 2 – Exams – candidates are not required to go into the internship during this time but can if they choose to do so

Friday, May 5 – Internship I final grades are due to Wingspan by 5:00 PM

Friday, May 5 - Final Evaluation Report and supporting evidence scanned and uploaded to Via, and evaluation rubric recorded on Via (supporting evidence – supervisor observations, site-based observer observations and, if intern on contract, mentor observations) **Travel Reimbursement for Internship II supervision due to Jamie Larsen in Withers 141**