

September 20, 2017

Dear Host Teacher:

Thank you for agreeing to host a Winthrop student this semester. Winthrop teacher candidates enrolled in junior methods courses learn strong models of instruction from you by observing you teach, co-teaching with you, and participating in classroom activities. The teacher candidate assigned to you will be coming to your classroom fifteen school days during the assigned field experience weeks. Teacher candidates are expected to be in your classroom when you are scheduled to report and dismiss when you are scheduled to leave, unless you tell them otherwise. While the candidates have assignments they have to complete within the field experience, the rest of the time they are in your classroom please feel free to use them to help you and your students. Our hope is that as they get a sense of what it is like to be a teacher as they work with you throughout the day, from students entering in the morning through dismissal. We sincerely appreciate your willingness to mentor these junior teacher candidates and help them make this experience successful.

Field Experience Days: September: 27, 28, 29, October: 26, 27, 30, 31, November: 1, 2, 3, 6, 7, 8, 9, 10

While each teacher candidate is responsible for keeping you informed of his or her assignments for the methods courses, we will give you an overview of what to expect. Teacher candidates will be teaching four lessons throughout the semester that they will plan in their methods courses. They are expected to discuss each of these lesson plans with you in depth, getting your direction and suggestions on the content they are teaching. These co-planning conversations are important because the teacher candidates are still learning how to write lesson plans. They are working hard to learn how to plan, implement and analyze/reflect on their lessons. While you can switch a lesson plan “on the fly”, these teacher candidates work for hours to create a lesson. It is stressful for them to have to change it at the last minute. ***If possible, please do not change the lesson plan on the teacher candidate at the last minute.*** We ask that they be respectful of the time allotted to teach each lesson; however, as they are learning how to manage the instruction pace and transition, we understand that there may need to be some flexibility in the timing. Being able to finish the lesson is important to the teacher candidate because they have follow-up assignments in the courses in which they must analyze student learning outcomes and reflect on the lesson *and* their teaching. Over the course of the four lessons, they should get better at time management and pacing. For more information, please see our introductory video that provides an overview of assignments at http://www2.winthrop.edu/rex/rex/contentareas_literacy.html

Please contact the designated Winthrop University supervisor **immediately** if you observe any problems in professionalism (promptness, attendance, attitude, dress, withitness, etc.)! All field experience days are required. The teacher candidate should contact both you and the Winthrop University supervisor if he/she is going to be absent from field experience. It is the responsibility of the teacher candidate to work with you to find a make-up day for the absence.

We thank you for your willingness to accommodate our developing educators and your commitment to teacher education. We look forward to meeting each of you and learning about the valuable educational experiences that occur in your classroom!

Sincerely,

Early Childhood Education Faculty

Winthrop University

Instructions for ECED Junior Field Experience

TEACHER CANDIDATE	HOST TEACHER
September: 27, 28, 29	
<ul style="list-style-type: none"> - observe and get to know the host teacher, students, and classroom environment - participate in classroom instructional tasks - ECED 350 – Conduct teacher interview. Talk with host teacher about possible math topic for small or large group lesson - ECED 351 – Observe a science lesson. Talk with your teacher to identify the SC Science Standard indicator that you will need to use to develop a lesson plan. Discuss the lesson you might do to meet this indicator. - ECED 352 – Complete Host Teacher Interview - ECED 392 or ECED 393 – Conduct Get-to-Know-Me Activity. Complete Context for Learning and record your time in Via - READ 370 – Observe literacy instruction (review Literacy Block Analysis Assignment). Complete the literacy context for learning information in the LBA. 	<ul style="list-style-type: none"> - Introduce teacher candidate to students, discuss classroom routines, procedures, and rules. - Facilitate positive interactions between teachers candidate, students, teachers, and other colleagues. - Please look ahead in your plans to assign the student South Carolina standards that they can use for lesson plans. Teacher candidates need to plan to teach math, reading, science, and social studies lessons during the field experience weeks. - Assist teacher candidate in obtaining needed information for Context for Learning (class demographics, special programs, services you offer, curriculum guides, pacing plans, IEP or 504 plans, other learning and language needs) - Verify and approve student time logs Via
October: 26, 27	
<ul style="list-style-type: none"> - participate in classroom instructional tasks - ECED 350 – Observe math lesson. Conduct student interviews. - ECED 351 – Complete Science Perspective Paper. Discuss in detail the science lesson you will teach. Go over lesson plan draft with teacher. - ECED 352 – Discuss in detail the social studies lesson you will teach. Go over lesson plan draft with teacher. - ECED 392 – Begin edTPA Task 1. Record your time in Via - ECED 393 – Record your time in Via and complete Bb blog - READ 370 – Literacy Block Analysis- Create a classroom diagram for your field experience placement. Make a copy of the overall daily classroom schedule. Examine your host teacher’s daily literacy schedule and ask questions to complete LBA table. Decide on a classroom observation date. 	<ul style="list-style-type: none"> - Allow teacher candidate to observe you teach math, reading, science, and social studies lessons. If you are not teaching these lessons, please make arrangements with another teacher they can observe. - Finalize details for teaching lesson plans developed in the junior methods courses - Allow the teacher candidate to discuss specific reasons for certain instruction decisions during the literacy block. - Conduct interview with teacher candidate concerning your perspective on teaching science young children - Verify and approve student time logs in Via - Complete the Junior Field Experience Midterm Evaluation on Via by October 27th. This is to allow supervisors and instructors provide additional support for candidates.
October: 30, 31 and November: 1, 2, 3, 6, 7, 8, 9, 10	
<ul style="list-style-type: none"> - participate in classroom instructional tasks - ECED 350 – Teach math lesson. Complete math manipulatives chart. - ECED 351 – Finalize all plans for science lesson and secure all materials needed. Teach science lesson, collect assessment data, take pictures of students doing lesson activities, provide post-assessment feedback to students, and take all other pictures required for final presentation - ECED 352 – Finalize all plans for social studies lesson and secure all materials needed. Teach social studies lesson, collect assessment data, and analyze and reflect on teaching outcomes. - ECED 392 – Finalize Task 1. Video-record ELA lesson for edTPA Task 2 - ECED 393 – Record your time in Via and complete Bb blog - READ 370 – Literacy Block Analysis- Complete the classroom observation. Analyze the literacy framework and reflect upon your learning. 	<ul style="list-style-type: none"> - Work with the teacher candidates to schedule time to teach the lesson plans they have developed for all junior methods courses. (These lesson plans also require time to gather assessment data and give feedback to students.) - Approve student time logs in Via - Complete the Junior Field Experience Final Evaluation on Via by November 13th.

