CEE 597 – Internship in Elementary Schools (K-6) and 
Internship in Early Childhood Schools (PreK-3)

Department: Curriculum and Instruction 
Program: Elementary Education 
Program Coordinator: Dr. Diane Carver Sekeres

Department Head: Dr. Cynthia Sunal 
Credit Hours: 3 per section

Catalog Course Description:
Observation and teaching in a K-6 setting and/or Prek-3 setting. Prerequisites: Senior standing for undergraduates, admission to the Teacher Education Program, teaching methods course, minimum GPA as required by each certification field and content area.

Co-requisite
CEE 401 – Managing Effective Classrooms.

Conceptual Framework
The College of Education prepares practitioners who understand the purposes of education and have the ability to engage in the ongoing processes of reflection and dialog that lie at the heart of socially-responsible, theoretically-informed, and research-based effective practice.

Knowledge Base
The objective of a professional certification program is to prepare a teaching candidate to be minimally competent in specialized knowledge, human relations, and professional skills. The final development of these proficiencies ultimately involves experience as an intern in a classroom setting. The internship experience at the University of Alabama draws on the work and theories of people such as Glickman, Darling-Hammond, and Zeichner.

Course Objectives
1. To achieve a deeper understanding of teaching and the role of the teacher as a reflective decision-maker
2. To gain knowledge of and to have experiences with the elementary school curriculum in the teacher intern’s area of certification.
3. To develop a personal philosophy of learning and teaching which includes the perspective that teachers are reflective decision-makers who facilitate student learning.
4. To demonstrate all Alabama Quality Teaching Standards

Course Requirements
1. All interns are required to do 10 full days of teaching in each placement. Ten consecutive days of full time teaching responsibility are required in one placement. The other placement requires 10 full days but they do not have to be consecutive days.
2. One unit is required of interns. A unit is not required in both placements. If the intern has a split placement between a middle school and an elementary school, the unit is to be done in the elementary placement. If the intern is assigned to the same school for both placements, the unit is to be determined between the two cooperating teachers or CMTs.
3. All Alabama State standards must be met in order to obtain a passing grade in this course. These standards are listed in your LiveText course on your dashboard. Click on the “Assignments” tab, then click on “Internship Unit Plan.” The standards are listed under “Assessment Method” and “Outcomes & Standards.”

Course Policies
The teaching internship is a full-time, full semester experience. Teacher interns are expected to be in their classrooms every day at the same designated times as their cooperating teachers. Teacher interns are expected to keep the same hours as the cooperating teachers, attend school staff meetings and in-service meetings, and attend teaching internship seminars as scheduled. The following policies govern absences.

Excused Absences: Teacher Interns will be permitted up to two excused absences without required make-up time, providing the college supervisor/laision and cooperating teacher/CMT are properly notified and are in agreement. Additional absences from the internship must be made up. The make-up time needed should be arranged with the cooperating teacher/CMT and the college supervisor/laision. In the event extended absences are necessary, the Director of Field Experiences should be notified promptly. Several alternatives are available, but the final decision must be approved by the Director.

Other Absences: Unexcused absences will be reflected in the final grade in the internship. Please see page 5 in the Guide for Teacher Interns for a detailed explanation of the absence policy.
University Policies

Academic Misconduct – Academic misconduct by students includes all acts of dishonesty in any academically related matter and any knowing or intentional help or attempt to help, or conspiracy to help, another student commit an act of academic dishonesty. The Academic Misconduct Disciplinary Policy will be followed in the event of academic misconduct. Please refer to http://registrar.ua.edu/policies/ for the revised Codes of Conduct.

Equal Treatment: The instructor and students in this course will act with integrity and strive to engage in equitable verbal and non-verbal behavior with respect to differences arising from age, gender, race, physical ability, and religious preferences.

Accommodations: If you are registered with the Office of Disability Services, please make an appointment with the instructor as soon as possible to discuss any course accommodations that may be necessary. If you have a disability but have not contacted the Office of Disability Services, please call 348-4285 or go to 133-B Martha Parham Hall East to register for services. The website is www.ods.ua.edu

Plagiarism - Plagiarism is the act of representing words, data, works, ideas, computer program or output, or anything not generated by the student as his or her own. Plagiarism may be inadvertent or purposeful; however, plagiarism is not a question of intent. All suspected incidences of plagiarism must be reported by the course instructor to the Assistant Dean of the College of Education. Plagiarism is considered a serious act of academic misconduct and may result in a student receiving an “F” in the course and being suspended from the University. For more information, see http://registrar.ua.edu/policies/

Preventing Plagiarism - The University of Alabama is committed to helping students uphold the ethical standards of academic integrity in all areas of study. Students agree that their enrollment in this course allows the instructor the right to use electronic devices to help prevent plagiarism. All course materials are subject to submission to Turnitin.com for the purpose of detecting textual similarities. Assignments submitted to Turnitin.com will be included as source documents in Turnitin.com's restricted access database solely for the purpose of detecting plagiarism in such documents. Turnitin.com will be used as a source document to help students avoid plagiarism in written documents.

Required Text


Assessment:

1. All teacher interns will receive a minimum of 6 formal observations in each placement (3 from the cooperating teacher/assigned Clinical Master Teacher, 3 from the college supervisor/Clinical Master Team.

2. A midterm grade will be given to the teacher intern. Students who receive below a C will be required to meet with the Director of Field Experiences. The Director of Field Experiences will communicate any relevant information to the Department Head on a regular basis.

3. In addition to receiving a minimum grade of C, the teacher intern cannot receive a score of “1” (unacceptable) on the Elementary Education Performance Checklist in order to be recommended for certification or meet the minimum requirements for graduation.

4. Please see page 32 of the Guide for Teacher Interns for a detailed explanation of the grading procedures.

Internship LiveText Assignments

1. TEP portfolio
   This includes all the portfolio items that you have been saving since your first semester in EDU 200. This semester you will be adding a unit plan from one of your 10-day experiences and two of your reflections that will be written in weeks 6 and 12 of your internship. The portfolio is submitted to the LiveText course, CEE 597-001. Submit by the last day of your internship.
   If you have any technology related questions, please email Mr. James Hardin at jhardin@bamaed.ua.edu. If you have any questions about the assignment, please contact Dr. Diane Sekeres at dsekeres@bamaed.ua.edu.

2. Observation forms
   Please see the Guide for Teacher Interns for detailed explanations of your observations. As explained on page 32, you will be formally observed a minimum of 6 times in each placement. Please upload your observations to the LiveText course, CEE 597-001 at the same time they are due to the Clinical Experiences office.

3. Book Club—Masters Level Assignment
   You are required to read four texts during the semester. Dr. Freeman will contact you with the first title to read and the date of the required first meeting of Book Club. At that meeting, you will decide on the remaining books to read. You are strongly encouraged to attend all subsequent meetings. In addition, contact Dr. Sekeres after the first meeting and set an appointment to discuss the 6-8 page paper to research and write on a topic suggested through your reading. Five additional sources required. Paper will be due to Dr. Freeman at 5 PM on Wednesday of exam week.