COURSE DESCRIPTION
Teacher assistantship in the Elementary and Secondary settings. Requires 60 hours of in-school aide experience at each level. Assignments coordinated with other Phase II courses. Graded P/F. Prerequisite: Phase II admission.

COURSE GOALS
Students will have two 15-day placements (total 30 days) with mentor teachers (one elementary and one secondary) and will work with mentor teachers to experience real-world classroom situations. Students will begin to establish rapport with students and faculty, will learn to develop effective lesson plans, and will begin developing their teacher identity through actual teaching situations. This course is coordinated with EDUC 300, where all music students in Internship I will be able to discuss their classroom experiences.

The K-12 Field Experience strives to prepare students for their Teaching Internship experience.

1. Professionalism, in that they are: (InTASC 9,10)
   - Respectful of colleagues, parents, students and self
   - Able to collaborate and contribute in the classroom and school
   - Dedicated to lifelong learning, continual growth and improvement
   - Aware of student needs and classroom procedures; and are reliable at fulfilling obligations on time with a focused aim on quality.
2. Capability of effective preparation, implementation, and evaluation of instruction (InTASC 1,2,3,4,5,6,7,8)
   - Lesson plans link objectives with content, curriculum alignment, state and national standards, teaching techniques and assessment
   - Instruction and materials are challenging and relevant, provoking curiosity, interest and engagement
   - Purpose, instruction and methods of inquiry are clearly understood by students
   - The physical, intellectual and emotional environments in the classroom are conducive to learning
   - The voices of all children, in all their intelligences, are enabled.
3. Continuous engagement of students in a climate of curiosity, cooperation and challenge (InTASC 1,2,3)
   - Students’ nonverbal behavior is focused and animated; an eagerness to participate is palpable
   - Effective, rigorous intellectual habits are encouraged and evidenced by classroom members
   - Qualities of genius and giftedness are valued in all children
   - Verbal space in the classroom is shared by teacher and students together
   - Discipline and rigor are evident in student commitment to best efforts.

REQUIRED COURSE MATERIALS
2. Music Education Undergraduate Internship Handbook
3. Subscription to Task Stream  [https://www1.taskstream.com/](https://www1.taskstream.com/)

COURSE REQUIREMENTS
- Students will be expected to follow all policies and procedures outlined in the Music Education Undergraduate Internship Handbook
- Dress Code: A student teacher should exhibit professional dress, respecting the culture of the school while completing their placement
- Students will be observed one time and evaluated one time at each placement. For each observation, students must submit a typed lesson plan using the TaskStream format
- Mentor teachers will also evaluate students at the end of each 15-day placement
- Students must videotape their teaching at least one time to bring to EDUC 300 for discussion

Students who do not follow these requirements - especially the policies and procedures delineated in the Handbook will not pass the internship and will need to repeat it.
**NAME/MEEA Membership**
- NAfME (National Association for Music Education) [http://www.nafme.org/](http://www.nafme.org/)
- MMEA (Maryland Music Educators Association) [http://www.mmea-maryland.org/](http://www.mmea-maryland.org/)
- You are required to be a Collegiate NAfME Collegiate member and participate in the FSU Collegiate Chapter activities. (Membership in NAfME automatically includes state membership to MMEA.)
- (Collegiate NAfME Membership: [http://www.nafme.org/membership/collegiate/](http://www.nafme.org/membership/collegiate/)

**FYI:** MMEA Fall Conference is Friday, October 19, 2018. You are strongly encouraged to attend the Conference on Friday - see website for more information. You are permitted to miss an internship day for professional development to attend the Conference. Be sure to plan for this absence in advance, to fulfill the required number of internship days. It is an excellent opportunity to begin to grow professionally and network with peers and public school administrators.

**Contact Information**
The instructors will use FSU email addresses to contact students as needed. It is the responsibility of the student to check their FSU email account frequently throughout the semester. In addition, information may be posted on the bulletin board outside the instructors’ office door, PAC 103/203, or posted on Canvas. The instructors reserve the right to change, add or amend this syllabus as needed, with notification to students by email and/or announcement.

**Canvas**
Course syllabus, additional handouts, resource information and grades will be posted on Canvas.

**BEACON EARLY WARNING SYSTEM**
All students should have a network of people who will support them in their educational journey. For that reason, the University uses a system known as Beacon, whereby your instructors and coaches, if applicable, can post notices about observable behavior. For instance, if you are absent repeatedly from a class or are not completing assignments, your instructor may post a notice on Beacon. That information may be shared with your other instructors and/or your athletic coach. I will be monitoring notices posted on Beacon so that you and I may address any issues before they become obstacles to your academic success.

**STUDENTS WITH LEARNING OR PHYSICAL DISABILITIES**
If you have a documented disability, please contact the Director of Disability Support Services, Holly Veith, at 301-687-4483, hhveith@frostburg.edu, or stop by 150 Pullen Hall to set an appointment. We want to be sure you receive appropriate accommodations as soon as possible.

**DISRUPTIVE STUDENT BEHAVIOR**
The University will not tolerate disorderly or disruptive conduct, which substantially threatens, harms, or interferes with university personnel or orderly processes and functions. A faculty member may require a student to leave the classroom when his/her behavior disrupts the learning environment of the class. A student found responsible for disruptive behavior in the classroom may be administratively withdrawn from the course. (from the Student Code of Conduct)

**SNOW DATES**
If we miss class because of snow, the syllabus will still be followed as printed. 1. If we miss the class preceding an examination, the examination will still happen on the date listed in the syllabus. In this case, any examination questions not covered in class will be waived. 2. If an examination was scheduled for the snow day, the examination will be taken on the next class day.

**SYLLABUS**
Unless otherwise noted, the syllabus will be followed strictly. The instructor reserves the right to change any of the dates or requirements listed in the syllabus. Specific assignments and changes will be announced in class. Students are responsible for any/all assignments announced in class; even if the student was absent the day the assignment was announced.

**ACADEMIC DISHONESTY**
Academic dishonesty is defined to include any form of cheating and/or plagiarism. Cheating includes, but is not limited to, such acts as stealing or altering testing instruments; falsifying the identity of persons for any academic purpose; offering, giving or receiving unauthorized assistance on an examination, quiz or other written or oral material in a course; or falsifying information on any type of academic record. Plagiarism is the presentation of written or oral material in a manner which conceals the true source of documentary material; or the presentation of materials which uses hypotheses, conclusions, evidence, data, or the like, in a way that the student appears to have done work which he/she did not, in fact, do. In cases involving academic dishonesty, a failing grade or a grade of zero (0) for either an assignment and/or a course may be administered. Students who are expelled or suspended for reasons of academic dishonesty are not admissible to other institutions within the University System of Maryland. Suspension or expulsion for academic dishonesty is noted on a student's academic transcript.

**COMPUTER MISUSE AND DISHONESTY**
The University considers any misuse of its computer system to be a serious offense. A student may not attempt to degrade the performance of
the computer system, to seek to penetrate its security, or in any way deprive other users of resources or access to the computer. Further violations include, but are not limited to, (a) using a computer account belonging to another individual without the explicit permission of that individual; (b) tampering with the operation of the University's computer system including both its equipment and its programs; (c) using the system for commercial purposes; (d) inspecting, modifying or copying programs or data without authorization from the owner; and (e) using the electronic formats to send or display abusive, obscene, or otherwise harassing communications.

FALSIFICATION OF INFORMATION
Falsification of information includes any form of providing false or misleading information, written or oral, in a manner which has the intent or effect of deceiving authorized university personnel, including members of student conduct panels, or of altering or falsifying official institutional records. Misrepresentation of oneself or of an organization as an agent of the University will also be considered a violation of this section.

REPORTING OF CHILD ABUSE:
Please be aware that according to state law in Maryland, educators are required to report current and past child abuse and neglect even when the former victim is now an adult and even when the former alleged abuser is deceased. If you disclose current or past abuse/neglect in class, in papers, or to me personally, I am required by law to report it. Please see me if you are interested in more information about this law.

CONFIDENTIALITY AND MANDATORY REPORTING:
Frostburg State University and its faculty are committed to maintaining a safe learning environment and supporting survivors of violence. To meet this commitment and comply with federal and state law, FSU requires all faculty and staff (other than the confidential employees in CAPS and Brady Health) to report any instances of gender-based harassment, sexual misconduct, relationship violence, or stalking against students. This means if you share your or another FSU student’s experience with gender-based harassment, sexual misconduct, relationship violence, or stalking, I have a duty to report the information to the University’s Title IX Coordinator. The only exception to my reporting obligation is when such incidents are communicated during class discussion, as part of an assignment for a class, or as part of a University-approved research project.

Faculty and staff are also obligated to report allegations of child abuse and neglect to University Police and to Child Protective Services. This obligation extends to disclosures of past abuse even if the victim is now an adult and the abuser is deceased. My duty to report suspected child abuse and neglect extends to disclosures that are made as part of classroom discussions and in writing assignments.

If you or someone you know has experienced an incident of harassment or violence, please go to www.frostburg.edu/titleix to find information on reporting options and the resources and services available for support.