

# MSU Student Teaching Calendar

January 2019

**FS** = Field Supervisor      **CT** = Cooperating Teacher      **TC** = Teacher Candidate

**FPLO** = MSU Field Placement & Licensure Office

All documents marked with an asterisk\* are available on our [website](#) as well as on the EDU 495 D2L course shell under "Content."

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<b>1</b>	<b>2</b> First week for some <b>TCs</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> <b>TC</b> Discuss <a href="#">TWS</a> topic and contextual research with <b>CT</b> & <b>administrator</b> first week; <b>TC</b> assist, observe, begin and continue <a href="#">co-teaching methods</a> <b>TC</b> Schedule Introductory meeting with <b>FS</b> and <b>CT</b>	<b>8</b> <b>FS</b> <b>CT</b> sign <a href="#">contract</a> and submit necessary tax paperwork <a href="#">after</a> instructions sent by <b>FPLO</b>	<b>9</b> MSU Classes Start <b>FS</b> conduct introductory meeting by 1/16 Out-of-Area (OA) <b>TC</b> journaling due	<b>10</b> <b>TC</b> in- and out-of-area, begin regularly checking D2L for news items, Q&A, emails, etc.	<b>11</b> <b>TC</b> work on <a href="#">TWS</a> Section 1; consult <b>CT</b>	<b>12</b>
<b>13*</b> All <b>TC</b> journaling due	<b>14</b> <b>FS</b> journal response	<b>15</b>	<b>16</b> Out-of-Area (OA) <b>TC</b> journaling due	<b>17</b>	<b>18</b> <b>TC</b> work on <a href="#">TWS</a> Section 2	<b>19</b>
<b>20</b> All <b>TC</b> journaling due <a href="#">TWS</a> Abridged Quiz due	<b>21</b> MLK Holiday: No classes, Offices Closed	<b>22</b> <b>FS</b> first formal observation/ conference; use <a href="#">DF Observation Tool</a> <b>FS</b> journal response	<b>23</b> <b>TC</b> Research and write remainder of <a href="#">TWS</a> Sections One & Two OA <b>TC</b> journaling due	<b>24</b>	<b>25</b>	<b>26</b>
<b>27*</b> All <b>TC</b> journaling due	<b>28</b> <b>TC</b> Study <a href="#">TWS</a> Section Three Guide & consult <b>CT</b> <b>TC</b> write <a href="#">TWS</a> lesson plans (Section 3) <b>FS</b> journal response	<b>29*</b> First student teaching seminar for in-area <b>TC</b> (with <b>CTs</b> welcome) 4:30 to 6:30 BHS TBA;	<b>30</b> OA <b>TC</b> journaling due	<b>31</b>		

\* Non-negotiable due dates or events

# February 2019

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b>	<b>2</b>
<b>3*</b> TC optional journaling this week	<b>4</b> OA TC Seminar 1 make-up assignment and Quiz open on D2L TC pre-assesses TWS learner readiness (possible 1.5 factor) TC gives TWS lesson plans to CT for approval to teach	<b>5</b> OA TC seminar 1 make-up assignment and Quiz due by February 11	<b>6</b> Optional Journaling this week	<b>7</b>	<b>8</b> Link for Danielson-based/OPI Final Assessments emailed to all CTs by FPLO. Please do not complete until after the final conference	<b>9</b>
<b>10*</b> TC journaling due (optional); First professional draft of TWS Sections 1 & 2 due in D2L drop boxes	<b>11</b> OA TC Seminar I make-up assignment* and Quiz* due TC teach TWS lessons; gather assessment data; video-record a TWS lesson and use for video reflection in TWS Section 5	<b>12</b> FS (2 <sup>nd</sup> formal observation) & CT each observe one TWS lesson; use DF Observation Tool and give copy to TC after post-conference  TWS Section 3 Assessment link emailed to CT from FPLO	<b>13</b> Out-of-Area (OA) TC journaling due TC final conference with FS and CT to discuss assessment scoring and to set goals  FS and CT submit Danielson-based/OPI Final Assessments Link emailed by FPLO 02/07	<b>14</b>	<b>15</b> TC provides CT with the 5 annotated red/green TWS lesson plans. CT grades lesson plans using TWS Section 3 Assessment (link emailed to CTs by FPLO 02/12)	<b>16</b>
<b>17*</b> All TC journaling due	<b>18</b> Presidents Day: No classes, Offices closed FS journal response	<b>19</b>	<b>20</b> Out-of-Area (OA) TC journaling due TC begins 2 <sup>nd</sup> 7-week placement. Refer to placement sheet for exact date.	<b>21</b>	<b>22</b> TC CT and FS complete relevant mentor assessments from first placement FS Evaluation CT evaluation	<b>23</b>
<b>24*</b> All TC journaling due	<b>25</b> TWS 1 & 2 returned in drop box with CE feedback FS journal response	<b>26*</b> TC second student teaching seminar: for in-area, 4:30 – 6:30, BHS TBA TC writes up TWS assessment results (Section 4)	<b>27</b> Out-of-Area (OA) TC journaling due	<b>28</b>		

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# March 2019

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b>	<b>2</b>
<b>3*</b> All <b>TC</b> journaling due	<b>4</b> OA <b>TC</b> Seminar 2 Quiz available on D2L BRIGHTSPACE <b>TC</b> reflect on <b>TWS</b> goal and complete TWS Sec 5 <b>FS</b> journal response	<b>5</b> OA <b>TC</b> seminar 2 make up assignment and Quiz due by March 11	<b>6</b> Optional <b>TC</b> journaling	<b>7</b>	<b>8</b>	<b>9</b>
<b>10*</b> <b>TC</b> journaling due (optional) TWS full draft due in D2L drop box and to peer partner (CEs will score and provide feedback for Sections 4-5)	<b>11</b> OA <b>TC</b> Seminar 2 make-up assignment* and Quiz* due	<b>12</b> <b>FS</b> first (3 <sup>rd</sup> overall) formal observation & conference; use <a href="#">DF Observation Tool</a>	<b>13</b> OA <b>TC</b> journaling due	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b> All <b>TC</b> journaling due <b>FS</b> journal response No journaling this week—spring break	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
						
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b> OA <b>TC</b> journaling due	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b> All <b>TC</b> journaling due						

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# April 2019

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> TWS draft returned to drop box with CE feedback on Sections 4-5  FS journal response	<b>10</b> Proof of OPI IEFA course due on D2L <a href="https://learninghub.mrooms.net/course/index.php?categoryid=105">https://learninghub.mrooms.net/course/index.php?categoryid=105</a>	<b>6</b>	<b>4</b> Link for Danielson-based/OPI Final Assessments emailed to all CTS by FPLO. Please do not complete until after the final conference	<b>5</b>	<b>6</b>
<b>7*</b> Final TC journaling due Begin OPI course: “Introduction to Indian Education for All in Montana”	<b>8</b> FS journal response  TC finish final professional draft of TWS this week. Put all changes in medium-blue font.	<b>9</b> FS second (4 <sup>th</sup> overall) formal observation & conference; use <a href="#">DF Observation Tool</a>	<b>10</b>	<b>11</b>	<b>12</b> Student Link for Danielson-based/OPI Final Assessments emailed to all CTS by FPLO. Please do not complete until after the final conference Teaching Survey link emailed to TCs by MSU Field Placement Office	<b>13</b>
<b>14*</b> TC TWS final professional draft due in D2L drop box	<b>15</b> TC final conference with FS and CT to discuss assessment scoring and to set goals FS and CT submit Danielson-based/OPI Final Assessments Link emailed to CTS by FPLO 04/04 & 04/11	<b>16</b>	<b>17</b> TC observe other teachers and classrooms	<b>18</b> TC complete Student Teaching Survey (link emailed to TCs by FPLO 04/11)	<b>19</b> University Day: No classes, Offices open	<b>20</b>
<b>21</b> Proof of successfully completed OPI course: “Introduction to Indian Education for All in Montana” submitted to D2L dropbox	<b>22</b> TCs watch for licensure instructions from FPLO; also view <a href="http://www.montana.edu/fieldplacement/licensure/sk_msu.html">http://www.montana.edu/fieldplacement/licensure/sk_msu.html</a>	<b>23</b>	<b>24</b> TCCT and FS complete relevant mentor assessments <a href="#">FS Evaluation</a> <a href="#">CT evaluation</a>	<b>27</b>	<b>26</b>	<b>21</b>
<b>28</b>	<b>29</b>		<b>30</b>			

