

# UD Fall 2023 Elementary/Special Education Overview – 14 weeks\*

## Elementary subject area assessment tasks

## Special education progress monitoring tasks

The elementary and special education assessment tasks can be connected (i.e., using same students to evaluate progress)

*\*Tentative schedule – field instructors may adjust conferences and due dates*

Week	Teaching	Conferences	DUE Dates/Assignments
Pre-Field Experience Week of August 18 <sup>th</sup>	N/A	General Orientation: Join Zoom Mtg. 8/23 5pm - 7pm <a href="https://udel.zoom.us/j/94153219945">https://udel.zoom.us/j/94153219945</a>	- TCs complete <b>EDUC 400 Canvas Modules and assignments</b> - <i>Optional</i> attendance to classroom setup/meetings and school functions
Week 1 August 28 <sup>th</sup>	Grounding – 25% of lessons (if applicable) *  *If this is still a professional development week in your district, you are expected to be present for all events with your CE.	<b>Cohort Student Teaching Orientations</b>	-Complete all Section 1 Forms (include in your online notebook) -Lesson Plan Contract -Review and become familiar with pupils' IEPs -Send home letter of introduction home with students and via online (email) -Submit Week 2 Schedule by Thursday 9 PM  <b>ONGOING:</b> - <i>Student Teaching Notebook:</i> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 2 September 4 <sup>th</sup>	Grounding – 25% of lessons daily		-Submit Week 3 Schedule by Thursday 9:00 PM -Set up progress monitoring for all goals of 3 students (due 9/15)  <b>ONGOING:</b> - <i>Student Teaching Notebook:</i> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 3 September 11 <sup>th</sup>	25% of lessons daily <b>At least 5 lessons (1 a day)</b>	<b>PLC Meeting</b> 1st Observation and Conference	-Submit Week 4 Schedule by Thursday 9 PM -Review report card with CE -Choose a subject area to focus on for assessment evidence -Set up progress monitoring (due by 9/15) and administer preassessments as appropriate  <b>ONGOING:</b> - <i>Student Teaching Notebook:</i> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 4 September 18 <sup>th</sup>	25% of lessons daily	1st Observation and Conference  <b>Progress Conference</b>	-Submit Week 5 Schedule by Thursday 9:00 PM -Progress Conference with CE -Record/administer preassessments in chosen subject area and record any assessment results up to this point -Progress monitoring: Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> - <i>Student Teaching Notebook:</i> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 5 September 25 <sup>th</sup>	50% of lessons daily <b>At least 10 lessons (2 a day)</b>	1st Observation and Conference	-Submit Week 6 Schedule by Thursday 9:00 PM -Document chosen subject assessments -Progress monitoring: Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> - <i>Student Teaching Notebook:</i> Upload lesson plans, lesson activities, and evidence of assessment in online notebook

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Week 6 October 2 <sup>nd</sup>	50% of lessons daily At least 10 lessons (2 a day)	PLC Meeting 2 <sup>nd</sup> Observation/ Conference	-Submit Week 7 Schedule by Thursday 9:00 PM <b>-TC completes self-evaluation for Midway Conference:</b> due prior to scheduled conference. -Document chosen subject assessments <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 7 October 9 <sup>th</sup>	50% of lessons daily At least 10 lessons (2 a day with 2 <b>HALF days leading</b> )	2 <sup>nd</sup> Observation/ Conference  Midway Conferences	-Submit Week 8 Schedule by Thursday 9:00 PM -Document chosen subject assessments -Analyze assessment patterns for chosen subject area and plan for individuals struggling <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 8 October 16 <sup>th</sup>	50% of lessons daily At least 10 lessons (2 a day with 2 <b>HALF days leading</b> )		-Submit Week 9 Schedule by Thursday 9:00 PM -Document chosen subject assessments <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 9 October 23 <sup>rd</sup>	75% of lessons daily At least 15 lessons	PLC Meeting 3 <sup>rd</sup> Observation/ Conference	-Submit Week 10 Schedule by Friday 9:00 PM -Document chosen subject assessments <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 10 October 30 <sup>th</sup>	75% of lessons daily At least 15 lessons (2 <b>FULL days of leading</b> )	3 <sup>rd</sup> Observation/ Conference	-Submit Week 11 Schedule by Friday 9:00 PM -Document chosen subject assessments <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 11 November 6 <sup>th</sup>	Independent Lead Week 100% of lessons	Progress Conference	-Submit Week 12 Schedule by Friday 9:00 PM -Progress Conference with CE -Analyze assessment patterns for chosen subject area and individuals identified in week 7 <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook

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Week 12 November 13 <sup>th</sup>	<b>Independent Lead Week</b> 100% of lessons	4 <sup>th</sup> Observation/ Conference	-Submit Week 14 Schedule by Thursday 9:00 PM -Write/conference summarizing teaching and learning in chosen subject area with focus on individuals identified in week 7 (due by Nov. 17) <b>-Progress monitoring:</b> Collect data, Input data on cover sheet (quantitative and qualitative data), keep student probes in binder  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 13 November 20 <sup>th</sup>	<b>Thanksgiving/Fall Break</b>		
Week 14 November 27 <sup>th</sup>	50% of lessons <b>Approximately 10 lessons</b>	4 <sup>th</sup> Observation/ Conference	-Submit Week 15 Schedule by Thursday 9:00 PM <b>-Mock IEP Meeting with FI (due by Dec. 8)</b> -Schedule observations of other classrooms during Week 15  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 15 December 4 <sup>th</sup>  <b>Last day is Friday, December 8th</b>	25% of lessons <b>Approximately 5 lessons</b>	<b>Final Conferences</b>	<b>-TC completes self-evaluation for Final Conference:</b> due prior to scheduled conference -Observe other classrooms <b>-Mock IEP Meeting with FI (due by Dec. 8)</b>  <b>ONGOING:</b> <b>-Student Teaching Notebook:</b> Upload lesson plans, lesson activities, and evidence of assessment in online notebook
Week 16 December 11 <sup>th</sup>	<b>Make-Up Days</b>		