

Burris Laboratory School
Cadet Teaching Application
Fall Semester 2020
DUE: Friday, May 1st, 2020

Name of Student _____ Grade Level (2020-2021) _____
GPA _____
Must be 3.0 or above

Please print in black ink or type. Read the guidelines for Cadet Teaching in the Curriculum Handbook.

(1) What specifically do you want to learn through this experience?

(2) Which K-5th grade teacher will be your advisor? _____

Grade/subject they teach: _____

(3) You and your advisor must develop:

1. **A syllabus** for your internship. Project goals and weekly activities and objectives must be defined and reflected in the course syllabus. You should prepare and teach at least one small-group and one whole-group lesson during the semester. Within your syllabus, please include one piece of **professional literature**, such as The First Days of School by Henry Wong, and a literature review.

2. Also, you should work with your advisor to develop a **rubric** to guide the Cadet Teaching assessment.

No proposal will be accepted unless a syllabus and rubric are attached to this form when it is submitted.

All cadet teaching experiences must be completed by the end of the semester. A mid-term grade from the advisor will be requested by the office. Your time log must be submitted with your evaluation and your advisor's evaluation when final grades are requested by the office.

The student will present a final public exhibition of learning. The exhibition must meet the following criteria:

- The student will be responsible for finding one administrator, one teacher other than the advisor, and two community members with knowledge in the specific area to serve on the project assessment committee. The members of the assessment committee should be determined early in the project. Assessment committee members may assist in the project/rubric design and may provide input and guidance throughout the duration of the project.
- The student will arrange the time and place for the exhibition. All assessment committee members must be present at the exhibition. The topic, date, time and place for the exhibition will be publicly posted two weeks in advance and will invite all interested persons to attend the exhibition.
- A final grade will be given by the advising teacher with input from the project assessment committee and site supervisor. The building principal will be responsible for settling any disputes or appeals regarding a final grade for a cadet teaching experience.
- One semester credit is usually given per course. Each course requires a minimum of 90 hours for one credit. (If an advisor uses a contract system, the number of hours may be greater.)
- Failure to comply with and meet deadlines could forfeit your opportunity to take another cadet teaching, internship, or independent study.

Time of cadet teaching each day: _____

Number of semester credits: _____

A minimum of **90 hours** are required for each semester credit for this cadet teaching experience. Students must maintain a time log to be submitted with the evaluation at the end of the semester. Standard letter grades (A, B, C, D, F) will be awarded for completed cadet teaching experiences.

Grades will be issued by the advising teacher.

Students will not be paid in any form for services rendered during the times allocated for cadet teaching.

Student's Signature _____

Parent's Signature _____

Supervising Teacher's Signature _____

Submit this form to the Burriss counseling center. The Proposal Approval Committee will meet to discuss your proposal. Edits, additions or clarifications may be made to your proposal. Following approval by the committee, copies will be returned for you and your advisor.

School Counselor's Signature _____

Mrs. Miller, Principal, Signature _____

Date Approved by the Proposal Approval Committee _____

Example Cadet Teaching Syllabus and Rubric

Example Syllabus:

Week 1: Observing in classroom, weekly journal, Begin reading First Days of School

Week 2: Observing and assisting in classroom, weekly journal, continue reading First Days of School

Week 3: Observing and assisting in classroom, weekly journal, continue reading First Days of School

Week 4: Turn in small group lesson plan and talk with teacher about any edits to make, observe and assist, weekly journal

Week 5: Teach small group lesson and debrief with teacher about how it went, observe and assist, weekly journal

Week 6: Observing and assisting in classroom, weekly journal, continue reading First Days of School

Week 7: Observing and assisting in classroom, weekly journal, continue reading First Days of School

Week 8: Observing and assisting in classroom, weekly journal, continue reading First Days of School

Week 9: Observing and assisting in classroom, weekly journal, finish reading First Days of School

Week 10: Observing and assisting in classroom, weekly journal, write literature review for First Days of School

Week 11: Turn in whole group lesson plan and talk with teacher about any edits to make, observe and assist, weekly journal

Week 12: Teach whole group lesson and debrief with teacher about how it went, observe and assist, weekly journal

Week 13: Observing and assisting in classroom, weekly journal

Week 14: Observing and assisting in classroom, weekly journal

Week 15: Observing and assisting in classroom, weekly journal, set time/date/location for final presentation

Week 16: Observing and assisting in classroom, weekly journal, send out invitation to principals, school counselors, supervising teacher, and friends to final presentation

Week 17: Observing and assisting in classroom, weekly journal

Week 18: Final Presentation, turn in time log to teacher

Example Rubric:

30% Weekly journals

10% Small group lesson plan

15% Teaching the small group lesson

10% Whole class lesson plan

20% Teaching the whole class lesson

15% Final presentation

Cadet Teaching Lesson Plan Template

Name: _____

Date to be Taught: _____

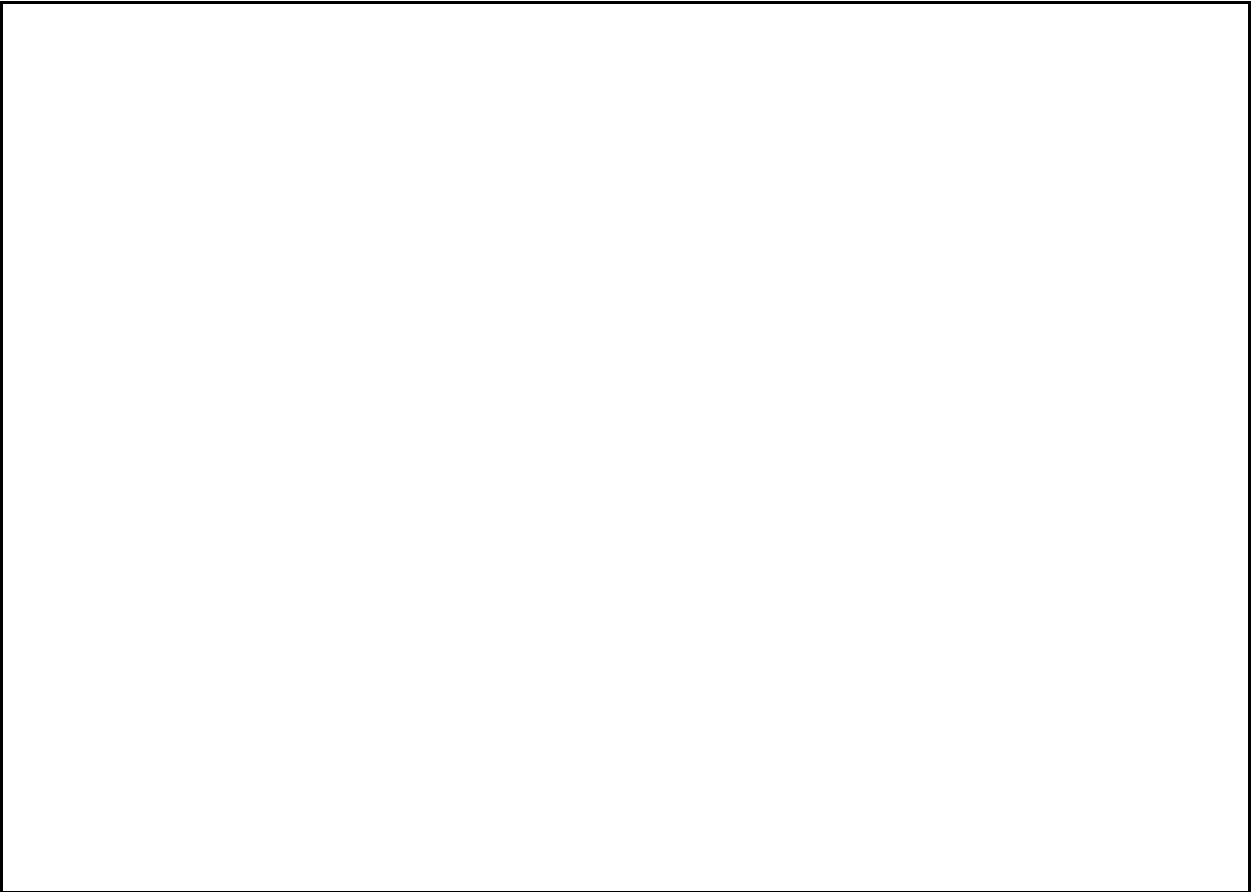
Topic:

Indiana State Standards:

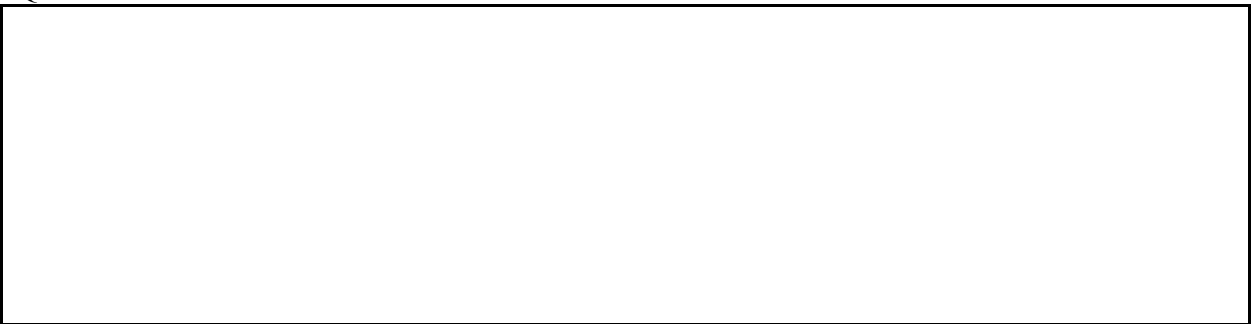
Materials:

Objective:

Lesson Plan Content Activities:

A large, empty rectangular box with a black border, intended for writing lesson plan content activities.

Questions:

A rectangular box with a black border, intended for writing questions.

Conclusion/Evaluation:

A rectangular box with a black border, intended for writing a conclusion or evaluation.

NAME OF STUDENT SEMESTER ADVISING TEACHER PAGE #

DATE: 00/00/15	Start time	End time	Hrs.	Min.	Activity

Total Hours _____

Signature of Student _____

Signature of Advisor _____