



### INSTRUCTOR INFORMATION

Instructor:	Dr. Darla Meek, Lecturer in Music Education
Webpage:	<a href="http://www.darlameek.com">www.darlameek.com</a>
Classroom Location:	Music Building, Room 211
Office Location:	Music Building, Room 222
Office Phone:	903-886-5294
Office Fax:	903-468-6010
University E-mail:	<a href="mailto:Darla.Meek@etamu.edu">Darla.Meek@etamu.edu</a>
Preferred Form of Communication:	email
Communication Response Time:	48 hours, or please email again.
Office Hours:	Tuesday/Thurs 1:30–4:30 pm Wed/Fri appt via Zoom

### COURSE INFORMATION

#### Course Description

An experiential component in which future public school teachers design and implement curriculum and model the use of a variety of classroom assessment techniques. The clinical teachers will use technologies for both creating and assessing lessons. Special attention will center on the alignment of curriculum, instruction, testing, and classroom management. Regular seminar sessions will focus on the situations, questions, and concerns that arise directly from the resident teachers' experiences in secondary public-school classrooms. Prerequisite: Admission to the EPP and all coursework successfully completed.

#### Student Learning Outcomes

By the conclusion of the course, the student will demonstrate an ability to apply the Pedagogy and Professional Responsibilities (PPR) competencies:

- Competency 001: The teacher understands human developmental processes and applies this knowledge to plan instruction and ongoing assessment that motivate students and are responsive to their developmental characteristics and needs.
- Competency 002: The teacher understands student diversity and knows how to plan learning experiences and design assessments that are responsive to differences among students and that promote all students' learning.
- Competency 003: The teacher understands procedures for designing effective and coherent instruction and assessment based on appropriate learning goals and objectives.

- Competency 004: The teacher understands the learning processes and factors that impact student learning and demonstrates this knowledge by planning effective engaging instruction, and appropriate assessments.
- Competency 005: The teacher knows how to establish a classroom climate that fosters learning, equity and excellence and uses this knowledge to create a physical and emotional environment that is safe and productive.
- Competency 006: The teacher understands strategies for creating an organized and productive learning environment and for managing student behavior.
- Competency 007: The teacher understands and applies principal and strategies for communicating effectively in varied teaching and learning contexts
- Competency 008: The teacher provides appropriate instruction that actively engages students in the learning process.
- Competency 009: The teacher incorporates the effective use of technology to plan, organize, deliver, and evaluate instruction for all students.
- Competency 010: The teacher monitors student performance and achievement; provides students with timely, high-quality feedback; and responds flexibly to promote learning for all students.
- Competency 011: The teacher understands the importance of family involvement in children’s education and knows how to interact and communicate effectively with families.
- Competency 012: The teacher enhances professional knowledge and skills by effectively interacting with other members of the educational community and participating in various types of professional activities.
- Competency 013: The teacher understands and adheres to legal and ethical requirements for educators and is knowledgeable of the structure of education in Texas.

**The clinical teacher will demonstrate application of the PPR competencies by:**

- constructing, implementing, and assessing developmentally appropriate lessons that meet the state mandated Texas Essential Knowledge and Skills.
- associating TExES PPR competencies with field experiences.
- being an active and engaged participant, and by analyzing and evaluating information presented from external readings and resources, field experiences, and seminar discussion.
- utilizing technology in communication, the preparation and delivery of lessons, assessment, and actively engaging public school students in the application of technology.
- implementing a variety of instructional strategies, modeling and appropriately delivering effective teaching and learning activities.
- designing and implementing instruction and assessment to promote student learning in a least restrictive environment with special consideration for learners with special needs (special education, gifted and talented, Emergent Bilingual Learners, etc.).
- demonstrating the ability to be a reflective teacher.
- applying the five state adopted proficiencies to the field-based setting and using these for self-evaluation of performance in the field.

- adhering to legal and ethical enforceable standards for educators.

### **Suggested Texts:**

*Case Studies in Music Education, second ed.* by Frank Abrahams and Paul Head. (2005)

### **Required Online Resources:**

- English Language Proficiency Standards:  
<https://tea.texas.gov/student-assessment/student-assessment-results/telpas-proficiency-standards>
- Texas Essential Knowledge and Skills (TEKS) for PK-12 music:  
<http://www.tea.state.tx.us/index2.aspx?id=6148>
- Texas Examinations of Educator Standards (TExES) Preparation Manual  
<http://texas.ets.org/texas/prepMaterials/>

### **Required Software:**

- 1) Tk20: For all prior, current, and upcoming courses that relate to state licensure, you are required to purchase Tk20. This documents that you have met certain criteria for the University to recommend you for licensure. The cost is \$139+tax / fee (corrected) for a one-time subscription that you will use in all future education courses. Link:  
<https://etamu.tk20.com/campustoolshighered/start.do>
- 2) CERTIFYTEACHER: Certify Teacher is an online service that provides substantive test material preparation for our undergraduate students. Candidates must complete the music practice test in CertifyTeacher with 80% accuracy in every domain to be approved to take the actual test. The cost to access each exam is \$50 which provides access for three years. Steps to purchase:
  - Go to <http://www.certifyteacher.com>
  - Select the Interactive Practice Test you wish to purchase – make sure to select the online version option. Access is granted until you receive a passing grade from the state or three years, whichever comes first.
  - Click Login under the Apply Promo Code option in the My Shopping Cart page.
  - Click Sign In under “I Don’t Have an Account Yet” to create your account – make sure to use your university e-mail address when creating the account – the promo code will not work for any other e-mail.
  - Enter the Promo Code TEXES4728 when prompted. The price will drop to the discount price after that.
  - Select Accept in the Six Clock-Hours Requirement window for your promo code to be validated.
  - Complete the purchase transaction by providing your credit card information. You will be able to access your online readiness review solution seconds after the purchase transaction is complete.

## **Professional Memberships**

It is expected that all students enrolled in elementary methods courses be active members of TMEA and NAFME. Membership forms may be accessed online here:

- <https://www.tmea.org/membership/>
- <https://nafme.org/>

ETAMU students with NAFME membership are automatically members of the ETAMU Collegiate Chapter. Collegiate members have access to a wealth of research journals, webinars, advocacy materials, and more. The ETAMU chapter sponsors workshops and other events for the benefit of pre-service and in-service music educators.

## **Minimal Technical Skills Needed**

Students will need to be proficient using technical tools to complete assignments and to teach in the field-based program. These skills include may include:

1. Creating lessons in presentation software
2. Locating appropriate digital resources, software, and applications
3. Recording videos
4. Using word processing software
5. Scanning and uploading files in various formats
6. Learning and utilizing new software and platforms

## **Course Requirements**

- Attendance— on time—at **all** scheduled university seminars
- Professionalism exemplified by preparation and enthusiasm for seminar activities
- Reflection journals of informal observation, and/or writing to learn activities in which effective organization/management strategies/systems and the accommodation of diversity for management purposes are discussed
- Mental Health Training 1 and 2
- Tech Savvy Presentation: (Project Description to be presented during Seminar; to be included in your portfolio)
- Student Achievement Chart
- Four POP Cycles
- Two formal, original lessons, one elementary and one secondary (to be included in your portfolio)
- TExES Exam Requirements
- Final Tk20 Documentation

## **Instructional Methods**

The purpose of the residency semester is (1) to demonstrate knowledge about content, pedagogy, technology, classroom management, assessment and evaluation, and the teaching and learning

process; and (2) to demonstrate the ability to work with and manage students, plan lessons, and teach students using relevant and meaningful learning experiences in a professional manner. Thus, the assessment and evaluation of clinical teachers is also twofold as it addresses performance in both field based and seminar settings.

The field-based teacher education program has been designed to provide each student with opportunities to learn about students' learning and teaching in the best possible environment--the real public-school classroom and apply the knowledge gained. Therefore, the clinical teacher's responsibilities should include:

- demonstrate a rich knowledge base of pedagogy, technology and effective instructional and management strategies
- demonstrate a rich knowledge of the typical stages of cognitive, social, physical and emotional development of your students by developing lessons appropriate for the children you are teaching
- demonstrate a rich knowledge of teaching and learning to provide relevant and meaningful learning experiences for students
- demonstrate an understanding, sensitivity, and the ability to respond appropriately to diverse groups of learners
- demonstrate a rich knowledge of curriculum, content, objectives and essential elements
- demonstrate the ability to plan instruction for individuals, small groups, and large groups
- demonstrate the ability to teach and manage individuals, small groups, and large groups using relevant and meaningful learning experiences for students
- demonstrate the ability to reflect and assess planning, teaching, and learning using technological and other resources
- demonstrate knowledge and use of effective assessment and evaluation strategies to promote student learning
- demonstrate knowledge in the use of the technology to enhance instruction and classroom management
- demonstrate the ability to observe, reflect, assimilate, and incorporate effective teaching, learning and management strategies
- demonstrate sensitivity and effective interpersonal communication skills orally and in writing with other professionals and students
- display the highest standards of professionalism, professional growth, and a commitment to improve the learning environment and the teaching profession
- exhibit a commitment to teaching, learning, and excellence in the profession
- assume other responsibilities based upon ILT recommendations
- enhance instructional environment for public school students

### **Student Responsibilities or Tips for Success in the Course**

1. Demonstrate professionalism with your students, your University Field Supervisor, your Cooperating Teacher, and the faculty at your campus in the field.
2. Read and implement the suggestions for ways to be involved in your Clinical Teacher Reference Guide.
3. Work with your CT to follow the schedule to take on more and more responsibility of your field-based class.
4. Turn in your assignments on time.
5. Read your emails every day and respond promptly.
6. Apply the lessons from seminar in your work in the field classroom.
7. Show appreciation to your CT, FS, and instructors. We are all here to help you become the best teacher possible, and your success is our success.

### **Grading**

Attendance, Engagement and Civility:	50%
Assignments:	50%

**A (90 – 100%) = Commendable.** Well above average in initiative, thought, organization, reflection, and implementing professional choices. Demonstrates extensive control of own decision-making and learning processes. Monitors, adjusts, and manages independently. Excellent attitude, attendance, participation and completion of assignments completed by due date.

**B (80 – 89%) = Developing.** Functional, but in need of instruction, in initiative, thought, organization, reflection, and implementing professional choices. Demonstrates some control of own decision-making and learning processes. Monitors, adjusts, and manages--but requires intervention. Good attitude, attendance, participation and completion of assignments completed by due date.

**C (70 – 79%) = Needs Improvement.** Some lack of initiative, thought, organization, reflection, and responsibility. Demonstrates some/little control of own decision-making and learning processes. Does not adequately monitor, adjust, and manage. Sometimes exhibits poor attitude, attendance, participation and completion of assignments by due date.

**D – (less than 70%) = not certifiable as a teacher in the state of Texas**

## **TAKING THE TEXES EXAM**

### **The TExES Exam has two parts:**

1. the Music Content Exam (MCT)
2. the Pedagogy and Professional Responsibilities Exam (PPR)

You must take and pass both the MCT and the PPR to apply for certification to teach in the state of Texas. We work very hard to prepare you for these requirements and are proud of the university’s very high success rate.

**Beginning with the graduating class of May 2027, all music education students must PASS both the Music Content Test and the PPR to be approved for clinical teaching.** Over the next few semesters, we are gradually working toward this end. Tentative schedule:

If your Graduation Date is...	Your task for the Penultimate Semester	Your task for the Clinical Teaching Semester
May 2026	Fall 2025 – You must PASS the Music practice test (CertifyTeacher) with 80% accuracy in every domain to be approved for clinical teaching.	Spring 2026 – You must PASS the Music Content Test (TExES) to graduate. You must PASS the practice PPR (CertifyTeacher) with 80% accuracy in every domain to graduate.
Dec 2026	Spring 2026 – You must PASS the Music Content Test (TExES) to be approved for clinical teaching. You must PASS the practice PPR (CertifyTeacher) with 80% accuracy in every domain to be approved for clinical teaching.	Fall 2026 – You must PASS the PPR Test (TExES) to graduate.
May 2027	Fall 2026 – You must PASS the Music Content Test (TExES) to be approved for clinical teaching. You must PASS the PPR Test (TExES) to be approved for clinical teaching.	

**Music Content Test**

Take the Music Content Test MCT first. You will need School of Music approval to take the MCT. To earn this approval, you must pass the **practice** test from CertifyTeacher (see instructions below) with a score of **80% or better in EVERY DOMAIN.**

To get approval to take the MCT, complete this Laserfische form: <https://dms.tamuc.edu/Forms/TExES-Certification-Program>. You will be asked to submit your scores from the practice test.

Once you submit it, it will first be sent to Dr. Meek. Her approval will be sent to the Department of Educator Certification. Ms. Bryan in Educator Certification will then contact you with instructions. Please contact Ms. Bryan directly if you have difficulties registering for the exam.

**PPR**

After you pass the MCT, follow the same process to receive authorization to take the PPR for the PPR. You will receive an email from the Educator Certification office with instructions on how to register for your PPR exam.

### How do I prepare for the tests?

#### CertifyTeacher—Preparation Software for Educator Certification Information

- Interactive Practice Tests, Representative Tests, Practice Sessions, & Flashcards for Review are all included in the Purchase Price. With the East Texas A&M University membership, the purchase price will be approximately \$50. Please follow the directions below very carefully, to take advantage of this great opportunity.
- Practice tests for both the PPR and the Music Content Test are available in CertifyTeacher.

Follow these steps:

1. Go to <http://www.certifyteacher.com>
2. Select the study guide you wish to purchase – make sure to select the **online** version option. Remember – access is granted until you receive a passing grade from the state
3. Click **Login** under the **Apply Promo Code** option in the **My Shopping Cart** page
4. Click **Sign In** under “I Don’t Have an Account Yet” to create your account – make sure to use your **university e-mail address** when creating the account – the promo code will **not** work for any other e-mail.
5. Enter the Promo Code **TEXES4728** when prompted. The price will drop to the discount price after that.
6. Select **Accept** in the **Six Clock-Hours Requirement** window for your promo code to be validated.
7. Complete the purchase transaction by providing your credit card information. You will be able to access your online readiness review solution seconds after the purchase transaction is complete
8. You are entitled access to your (Certify Teacher) Test Prep Solution for up to 3 years from the date of purchase or until you pass your state assessment, whichever comes first. Your program will prompt you to renew your access every 35 days. Renewing your product is free of charge.

#### Other Resources Available through the Waters Library:

1. The East Texas A&M University Testing Center offers practice exams for the TExES certification exams:
  - The East Texas A&M Assessment Office offers numerous TExES Representative Forms (official practice tests) for \$20
  - All versions of the PPR are available.
  - The tests are five hours long.
  - You must have your instructor’s approval before you are allowed to register. Your instructor will then contact the Assessment Office.
2. [Mometrix eLibrary](#) (On the homepage of the database, type "Pedagogy and Professional Responsibilities" and hit search. You can also type “Music Content” for music materials.)
3. [Learning Express Library](#) (on the homepage of the database, type "Pedagogy and Professional Responsibilities" and hit search)

#### Outside Study Guides and Resources

- TMEA Study Guide <https://www.tmea.org/divisions-regions/college/texas-review/practice-exam>
- Pearson: <http://www.tx.nesinc.com>
- ETAMU Google folder of helpful study information: <https://drive.google.com/drive/folders/1pHsWW03sSzq2Oix07O9ESBy9wtwYgfP5?usp=sharing>
- East Texas A&M University Mentor Center – Online Representative Exam 903-468-3144
- TExES study guides can be found in the Velma Waters Library
- Study.com: <https://study.com/academy/course/texas-music-ec-12-test.html>
- [https://www.tx.nesinc.com/PageView.aspx?f=GEN\\_PreparationMaterials.html](https://www.tx.nesinc.com/PageView.aspx?f=GEN_PreparationMaterials.html)

### How do I register to take the test?

Visit the Texas Educator Certification Examination Program website here: <http://www.tx.nesinc.com/> Information about specific testing times can be found on this website. Choose the location to determine what dates are available for that particular testing site. TExES exams have different times/dates according to the location site chosen.

### What if I do not pass the MCT or PPR?

If you do not pass one of the two exams on the first try, you will have to wait 30 days before retaking the exam. You will need to be authorized to register for any additional retakes. Requirements for reauthorization will be determined on an individual student basis. It is important to remember that you have up to **5 attempts** to pass each exam.

If you are unsuccessful on the Music Content Test or PPR, access the **Study Plan Tracker**. This embedded program within Certify Teacher will help you address the areas of concern based on your completed Exam Mode 0. This “remediation” plan will generate assignments based on the domains/competencies below 80%. Study Plan Tracker must show 100% complete on ALL areas prior to submitting.

Use the same laserfish link <https://dms.tamuc.edu/Forms/TExES-Certification-Program> to get approval to retake the test. You will be asked to submit your Study Plan Tracker scores.

## COURSE AND UNIVERSITY PROCEDURES / POLICIES

### Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### Attendance Policy

Notify your Seminar instructors of your absence immediately by email or text, prior to missing seminar. Missing more than one seminar and/or tardiness can result in a lowering of your grade, being placed on a growth plan or removal from the program. You have reached a level of professionalism that no

longer tolerates a pattern of absences or tardiness. Please maintain your professional status. You are being observed daily and recommendations for employment will follow.

Seminar learning experience revolves around the interactions with your colleagues and instructors. This crucial component cannot be recreated. Please note that all Clinical Teachers who miss a seminar session or a portion of seminar, regardless of the reason, will have that absence reflected on the Attendance/Professionalism rubric. A student who misses an entire seminar session for any unexcused reason will have a zero posted for the Attendance/Professionalism grade and a Growth Plan will be issued.

Again, lack of attendance and/or punctuality will result in a poor evaluation, being placed on a Growth Plan, or removal from the program.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **Late Assignments or Work**

Late papers, assignments, and exams are not accepted unless prior arrangements have been made.

### **Academic Integrity**

It is expected that you will exhibit ethical behavior concerning your work in this class. Students are expected to do their own work, use their own words in papers, and to reference outside sources appropriately. It is not appropriate to use one assignment for two courses. Failure to uphold the standards of academic honesty will result in an automatic fail for this course and will be considered for removal from the Undergraduate Field-Based Teacher Certification Program. For more details and the definition of academic dishonesty see the following procedures:

- [Undergraduate Academic Dishonesty 13.99.99.R0.03](#)
- [Undergraduate Student Academic Dishonesty Form](#)
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>
- [Graduate Student Academic Dishonesty Form](#)
- <http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

## **UNIVERSITY AND SCHOOL OF MUSIC INFORMATION**

### **University Mission Statement**

East Texas A&M University nurtures and educates for success through access to academic, research, and service programs of high quality.

### **School Of Music Mission Statement**

The East Texas A&M University School of Music promotes excellence in music through the rigorous study of music history, literature, theory, composition, pedagogy, and the preparation of music performance in applied study and ensembles to meet the highest standards of aesthetic expression.

### **Students Requesting Accommodations Due To Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
East Texas A&M University  
Velma K. Waters Library- Room 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
Email: [studentdisabilityservices@etamu.edu](mailto:studentdisabilityservices@etamu.edu)  
Website: [Student Disability Services](http://www.etamu.edu/student-disability-services/)  
<https://www.etamu.edu/student-disability-services/>

Please note that faculty members are unable to make accommodations unless they have received a letter from SDRS.

### **Nondiscrimination Notice**

ETAMU will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained. Please let me know what pronouns you would prefer I use for you in class and in conversation.

### **Musician Health And Safety**

Valuable information and resources are provided in the D2L course shell to assist the musician in the prevention of injury and to provide a resource for discovering information about injury assessment and injury recovery. The module is titled "NEED HELP?"

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in

possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to (<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all ETAMU campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## COURSE CALENDAR

DATE	EVENT	NOTES
Approx. January 5	Starting date at first site	Music Clinical Teachers are expected to begin the first professional development day of their school's semester. Refer to the calendar on the district website.
January 12, Monday	Seminar 1, 9:00-3:00	<b>INTRODUCTION TO CLINICAL TEACHING:</b> Effective Leadership Introduce Field Supervisors Teacher Candidate Responsibilities and Expectations Advocacy <b>Mental Health Training and Context for Learning DUE Seminar 2</b>
January 13 – 23	Initial Meeting with Field Supervisor	Field Supervisors meet with Clinical Teachers and Cooperating Teachers to discuss the Reference Guide and TK-20.
January 16, Friday	<b>DEADLINE</b> for Cooperating Teachers to complete their training.	Instructions sent in an email.
January 26, Monday	Seminar 2, 9:00-3:00	TK-20 with Jill Woodruff ATPE with Joseph Cruz Classroom Culture: Teacher Personalities Responsibilities: Context for Learning, POP Cycle; Lesson Planning; T-TESS Rubric (watch video and evaluate the teacher) TExES Prep: Assessment, Student Achievement (SAC) Chart; How to write effective questions; Statistics; Non-Standard assessment Student Achievement Chart (SAC) <b>Mental Health Certificates DUE to TK-20</b> <b>Context for Learning DUE to D2L</b>
January 27 - February 6	MIDTERM WINDOW. <b>February 6 is the DEADLINE</b> for Midterm Observation, ILT Evaluation, and ILT Meeting (See page 48)	Clinical Teacher uploads Lesson Plan to TK-20 and sends it to Field Supervisor 48 hours in advance. Cooperating Teacher completes the Cooperating Teacher Observation/Evaluation ILT Team completes the ILT Field Performance Evaluation and the Clinical Teacher uploads it to TK-20. Field Supervisor completes POP Cycle 1 in TK-20. Everyone completes Acknowledgement of ILT in TK-20.
February 9, Monday	Seminar 3, 9:00-3:00	Getting the Job: Interviewing Strategies Special Populations: SPED; UDL; ESL, 504 (Michelle Hanks) Trauma Informed Teaching (Amy Corp) TExES Review, Part 2

February 16-27	<b>FINAL WINDOW. February 27 is the DEADLINE</b> for Final Observation, ILT Evaluation, and ILT Meeting (See page 48)	Clinical Teacher uploads Lesson Plan to TK-20 and sends it to Field Supervisor 48 hours in advance. Cooperating Teacher completes the Cooperating Teacher Observation/Evaluation. ILT Team completes the ILT Field Performance Evaluation and the Clinical Teacher uploads it to TK-20. Cooperating Teacher completes Cooperating Teacher Documentation in TK-20 Field Supervisor completes POP Cycle 2 in TK-20. Everyone completes Acknowledgement of ILT in TK-20.
February 27, Friday	Final Day at First Site	All evaluations completed on TK-20. <b>The first Video Self Evaluation is DUE in TK-20 before February 27—the final day at the first site. The footage must be from the FIRST school listed in TK-20.</b>
March 2, Monday	Seminar 4, 4:00-6:00	SEL with Loren Tarnow <b>Resume and Cover Letter due in Google folder and TK-20</b>
March 3, Tuesday	First day at Second Site	Rotation 2 begins (or date determined by the Coordinator of Music Education)
March 9 - 13 OR March 16 - 20	SPRING BREAK	Clinical Teachers will follow their district calendars.
March 23, Monday	Seminar 5, 9:00-3:00	Advocacy: Partnering with Families, Boosters, PTA, Community, Administrators, School Board, ESSA 2015 Love & Logic Capturing Kids Hearts Administrator Panel <b>Student Achievement Chart DUE to Google folder and D2L</b>
March 30 - April 10	<b>MIDTERM WINDOW. April 10 is the DEADLINE</b> for Midterm Observation, ILT Evaluation, and ILT Meeting (See page 48)	Clinical Teacher uploads Lesson Plan to TK-20 and sends it to Field Supervisor 48 hours in advance. Cooperating Teacher completes the Cooperating Teacher Observation/Evaluation ILT Team completes the ILT Field Performance Evaluation and the Clinical Teacher uploads it to TK-20. Field Supervisor completes POP Cycle 1 in TK-20. Everyone completes Acknowledgement of ILT in TK-20.
April 13, Monday	Seminar 6, 9:00-3:00	<b>Tech Savvy Presentations</b>
April 20-May 1	<b>FINAL WINDOW. May 1 is the DEADLINE</b> for Final Observation, ILT Evaluation, and ILT Meeting (See page 48)	Clinical Teacher uploads Lesson Plan to TK-20 and sends it to Field Supervisor 48 hours in advance. Cooperating Teacher completes the Cooperating Teacher Observation/Evaluation. ILT Team completes the ILT Field Performance Evaluation and the Clinical Teacher uploads it to TK-20. Cooperating Teacher completes Cooperating Teacher Documentation in TK-20 Field Supervisor completes POP Cycle 2 in TK-20. Everyone completes Acknowledgement of ILT in TK-20.

May 1, Friday	Final Day of Student Teaching (or date determined by the Coordinator of Music Education)	All evaluations completed on TK-20. All materials submitted to TK-20. <b>The second Video Self Evaluation is DUE in TK-20 before May 1—the final day at the second site. The footage must be from the SECOND school listed in TK-20.</b>
May 4, Monday	<b>Seminar 7, 9:00-3:00</b>	<b>TK-20 SUBMITTED</b> Final Tasks: Evaluations of the CTs and FS; make videos of advice for the incoming group of Clinical Teachers Celebration Reception Alumni Association
May 5 - 8	Make-up days	(In the event the Clinical Teacher accumulated more than three excused absences)
May 9, Saturday	Commencement	Reception following, if possible