



Table of Contents

Purpose of WCPS Student Teacher Program 1

2016-2017 School Year Timeline 2

Role of the Cooperating Teacher 3

 Overview 3

 Minimum Requirements..... 3

 Application Process..... 3

 Selection Process..... 3

 Advantages 3

 Expectations..... 4

Role of the Intern Teacher 5

 Overview 5

 Application and Selection Process..... 5

 Placement Sites 5

 Intern Teacher Expectations..... 5

Intern Development Educator Academy - IDEA..... 7

University Expectations..... 8

Purpose of WCPS Student Teacher Program

The Intern Development Educator Academy (IDEA) was developed in partnership with the WCPS Human Resources Department to provide a structured process for student teachers (intern teachers) and cooperating teachers in Washington County Public Schools. IDEA will create a pipeline of diverse educators who will be prepared for employment in this rigorous and demanding profession, and have experience with Washington County's high performance standards. The requirements for entry into the program ensure that Washington County is the intern's district of choice, as well as the intern's commitment to our vision and aspirational goals.

The vision of the Washington County Board of Education is:

Building a Community that Inspires Curiosity, Creativity, and Achievement.

Aspirational Goals:

1. All students will read at or above grade level by 3rd grade and continue to read at or above grade level thereafter.
2. All students will meet grade-level and course-specific curriculum standards each year and complete an established educational and/or career pathway by graduation.
3. All students will be provided quality instruction using appropriate technology.
4. All students will be healthy, informed, and productive citizens.

2016-2017 School Year Timeline

December 2015	WCPS Cooperating Teacher Application Process opens for 2016-2017 School Year
January 2016	WCPS Student Teacher Application Process opens for 2016-2017 School Year
Mid-February 2016	Cooperating Teacher application closes and applicant pool reviewed
March 2016	Cooperating Teachers in consideration for 16-17 are notified
April 1, 2016	Student Teacher applications due
May 2016	Colleges notified with names of interns accepted into the program
Late May 2016	Interns notified of acceptance into WCPS program Mentors & Interns notified of pairings
June 1, 2016	Mentor/Intern reception at WCPS Center for Education Services (CES)
June/July 2016	Mentor Teacher Training at CES
August 25, 2016	First Session of IDEA

Role of the Cooperating Teacher

Overview

The role of the cooperating teacher is integral to the success of an intern teacher. Cooperating teachers are required to attend WCPS Professional Development sessions, which are specifically designed for this role. Individuals who will be successful in this role must be effective and concise communicators, committed to WCPS' instructional initiatives, and hold an optimistic outlook towards the future of our students and school system.

Minimum Requirements

- Minimum of three years of successful teaching experience with Washington County Public Schools
- “Highly Qualified” or properly endorsed to teach in the content area or teaching assignment

Application Process

Current WCPS teachers will be notified of the process via email, by December 23, 2015. Prior to submitting an application, teachers should discuss their interest in the program with their principal. Interested teachers are required to submit an application through AppliTrack, which will help determine their competency and fit as a cooperating teacher. Administrators reserve all rights to not endorse a teacher candidate for the program.

Selection Process

After review of application materials, individuals will be notified if they are approved as a cooperating teacher for the 2016-2017 school year. Not all teachers who are approved will receive an intern teacher. Once the intern selection process is completed, the cooperating teachers and interns will be matched based on content area, university requirements, and any other applicable considerations. Cooperating teachers will only work with one intern teacher per school year.

Advantages

Cooperating teachers have an important role in the individual professional development of the intern teacher, and contribute to the overall quality of future district educators. While the satisfaction of mentoring may be enough for some, in order to attract the highest quality cooperating teachers, additional benefits will be offered.

Cooperating Teachers may qualify for the following benefits, upon the completion of certain requirements:

- Up to 3 MSDE renewal credits, based on hours submitted
- Compensation according to length of placement
(If an intern teacher is splitting time between grade levels/classrooms, the cooperating teachers' pay will be prorated accordingly)

Expectations

Cooperating teachers are expected to:

- Maintain the highest level of professionalism
- Communicate on a daily basis with the assigned intern regarding his/her performance as an instructional leader, and discussing their own challenges as a teacher
- Provide timely feedback on lesson plans submitted by the intern
- Include intern teacher in all county-wide and school-based professional development, and team planning
- Escalate all concerns immediately (behavioral, instructional, professional) to administration and the university supervisor (or Site Coordinator)
- Supervise intern teacher at all times and support the instructional goals of the intern teacher while teaching – including pulling small groups and providing additional support

Role of the Intern Teacher

Overview

Intern Teachers (student teachers) in Washington County are held to the highest standards. Before applying, potential interns need to understand the requirements of participation in the program:

- Engage fully in IDEA
- Actively engage in collaborative discussions with various professional learning communities across the district
- Commitment to seeking employment with WCPS upon graduation

Application and Selection Process

Potential intern teachers must an online application through WCPS' AppliTrack system. As a portion of the online application, potential interns must upload a video of no longer than 5 minutes. The video must include their name, university, content area and a response to the following question:

- ***Describe your role as a future educator, including what it means to be a professional educator who is planned and prepared for 21st century students***

Placement Sites

Placement sites are determined based on a number of factors. However, if an elementary intern teacher will be in Washington County for the full school year, one of their placements will be in a Title I school.

Intern Teacher Expectations

- Use knowledge of content and pedagogy to develop lessons that are of high quality and that require students to problem-solve, be creative, and collaborate with one another
- Attend and actively participate in all professional development with cooperating teacher (Example: CFIP, Faculty Meetings, Vertical Teams, CES PD)
- Share positive attitude and collaborative demeanor with other staff and students within WCPS

- Meet with the Site Coordinator bi-weekly at a minimum to engage in reflection, inquiry, and problem-solving around curriculum, instruction, pedagogy, best practices and content
- Be informally observed weekly by Site Coordinator or Cooperating Teacher, to provide data around teacher performance and to guide reflection and goal-setting
- Seek employment opportunities within Washington County Public Schools upon completion of IDEA
- Receive training in the Understanding by Design framework in order to design high-quality units to better meet the needs of the students
- Observe the Cooperating Teacher with a purpose and focus for learning determined through goal-setting with cooperating teacher and Site Coordinators. The intern will also gain knowledge related to their goals through professional articles and research

Intern Development Educator Academy - IDEA

Intern Development Educator Academy (IDEA) will be held for ten sessions, throughout the 2016-2017 school year. December 2016 graduates are expected to attend the first four sessions. Each session will be held from 5:00 pm - 7:00 pm, with the room reserved one hour before and one hour afterwards, for optional collaboration and work time.

Date	Topic
August 25, 2016	Danielson Overview and Domain 1
September 22, 2016	Understanding By Design - Planning with the End in Mind
October 27, 2016	Domain 2 - Classroom Environment
November 17, 2016	Moving beyond Classroom Management to Creating a Culture for Learning
February 9, 2017	Domain 3 - Instruction
February 23, 2017	Personalizing Instruction through Questioning and Assessment
March 9, 2017	Domain 4 - Professional Responsibilities
March 23, 2017	Owning Your Own Growth as an Educator - PLCs, PD, and Professionalism
April 20, 2017	Exhibition of Learning
April 27, 2017	Screening Interviews

University Expectations

Washington County Public Schools is interested in partnering with accredited institutions with excellent teacher preparation programs. Institutions should be willing to openly communicate with WCPS in regards to their policies and procedures, and be responsive to WCPS requests for information. Please email studentteaching@wcps.k12.md.us with any questions regarding our student intern program.