I. TITLE:
Practicum (for IECE graduate students)

II. COURSE DESCRIPTION AND PREREQUISITE(S):
Makes provisions for students to participate in all activities and duties generally expected of an Interdisciplinary Early Childhood Education teacher or an educator working with students with disabilities. Supervision by the faculty member teaching the course will be provided. The university supervisor will observe students to evaluate their performance based on the appropriate program standards. A graduate portfolio is submitted at the end of practicum. Graded pass/fail.
Prerequisite(s): none

III. COURSE OBJECTIVES:
These objectives are understood to be reflective of, but not limited to those behaviors aligned with the Kentucky Core Academic Standards (KCAS), Characteristics of Highly Effective Teaching and Learning (CHETL), and Assessment Literacy. Following each objective, and enclosed in parentheses, are roman numerals which reference the Kentucky IECE Teacher Standard, the Kentucky Early Childhood Educator Competencies (ECC) and CHETL standards. As a result of participation in this course, students will
A. demonstrate an ability to plan and implement developmentally appropriate curriculum and instructional practices for children birth-5 years of age (IECE #I, III; ECC #1, 2, 3, 4, 5, 6; CHETL #3, 4);
B. make specific adaptations for the special needs of children who have specific disabilities or learning, developmental, and behavioral needs (IECE #I, II, III; ECC #4; CHETL #1, 4);
C. select intervention curricula and methods for children with and without disabilities birth-5 years of age (IECE #I, III; ECC #4; CHETL 2, 4);
D. apply appropriate skills in management of children in diverse settings (IECE #III, V; ECC #4; CHETL #1, 4);
E. implement developmentally and functionally appropriate individual and group activities using a variety of formats including play, environmental routines, parent-child activities, small group projects, and systematic instruction (IECE #I, II, III; ECC #4; CHETL #1, 3, 4);
F. establish a safe and developmentally appropriate environment for children (IECE #II; ECC #2; CHETL #1);
G. establish and maintain a positive collaborative relationship with families, other professionals, and community providers (IECE #VI, VIII; ECC #6; CHETL #4);
H. select and use a variety of formal and informal assessment instruments and procedures (IECE #IV, VIII; ECC #5; CHETL #2);

I. monitor, summarize and evaluate the acquisition of child and family outcomes as identified on the IFSP or IEP (IECE #IV, VIII; ECC #5; CHETL #2);

J. reflect on professional practice (IECE #V; ECC #3);

K. use technology, adaptive equipment, and media to enhance learning and participation (IECE #I, II; ECC #4, 5; CHETL #1, 4); and

L. write clear, well organized reflective papers.

The Theme of Educator as Reflective Decision-Maker is addressed in this course as students reflect on the required components they create and implement during the practicum and include in the portfolio.

The EPSB themes of Diversity, Assessment, and Closing the Achievement Gap are addressed in the course as students design plans and implement adaptations for all learners regardless of gender, ethnicity, learning styles, and exceptionalities during the practicum experience.

Learned societies from each discipline should be referenced by the preservice/inservice teacher. Kentucky documents, including SB1 Initiatives (e.g., Kentucky Core Academic Standards and Characteristics of Highly Effective Teaching and Learning) will be resources for all teacher candidates.

IV. CONTENT OUTLINE:
Students will spend a minimum of 150 hours supervised practicum experiences with infant, toddler, and preschool children in diverse settings enrolling children with and without disabilities. Students must document 50 face to face hours working with infants and/or toddlers and 50 face to face hours working with preschool children. The additional 50 may be documented through other activities carried out by early childhood teachers (i.e. home visits, screening or testing, attending ARC meeting or professional development activity, visiting a kindergarten classroom, searching for teaching materials and resources)

V. INSTRUCTIONAL ACTIVITIES:
Students will be assigned to one or more educational programs for young children for practicum in a supervised setting. Students will

>spend a minimum of 150 hours supervised practicum experiences with infant, toddler, and preschool children in diverse settings.

>keep a daily log of activities reflecting the experiences of the practicum.

>be required to develop a portfolio in LiveText of entries related to KY IECE Teacher Standards. The portfolio entries should include a reflection demonstrating professional growth for each entry artifact.

>be expected to attend all scheduled seminar meetings.

>have KTIP lesson plans available and activities planned for each observation made by university instructor.
REQUIRED PRACTICUM ACTIVITIES:

Develop portfolio entries during the practicum based on course objectives.

Plan and implement four (4) activities with preschool children **prior to** being in charge and implementing the two week thematic unit. For example, plan and implement a circle time, small group activity, outdoor activity, story time, art activity, etc. KTIP lesson plans for each of the four activities should be written prior to implementation. The analysis/reflection section of each plan should be completed after implementation. Completed plans, including assessment data for activity, should be submitted in Blackboard.

Plan and have primary responsibility for teaching a two-week thematic, standards based unit (SBU) for preschool children with and without disabilities. **At least one** of the lessons presented should **utilize technology** to enhance children’s learning. Children should be involved in use of technology. The SBU should be written prior to implementation. The impact on instruction section should be completed after implementation. Completed units, including pre assessment data, post assessment data, and at least four (4) KTIP lesson plans with data for each, should be submitted in Blackboard. (Lessons that accompany the unit **other than** the 4 KTIP plans can use the lesson plan format the supervising teacher prefers. Continually document informal assessment related to lesson plan and unit outcomes during the practicum. Formats for the SBU and the KTIP lesson plans will be provided by instructor.

Develop and carry out eight (8) activities with infants or toddlers. A KTIP lesson plan for each activity should be written prior to implementation. Analysis and reflection section should be completed after each lesson. Completed plans, including assessment data for activity, should be submitted in Blackboard.

Conduct a formal, curriculum based assessment of one child early in the placement and use the information in curriculum planning during the placement. Include summary of assessment data and recommendations, also.

Monitor child and family progress on IFSP or child progress on IEP. Include summary of progress and recommendations, also.

A Live Text type reflection should accompany a) the infant/toddler activities, b) the preschool lesson plans and SBU, c) the curriculum based assessment, and d) the monitoring of the IFSP or IEP. These assignments may be included in the graduate LiveText portfolio as artifacts for the KY IECE Teacher Standards.

ADDITIONAL REQUIREMENTS:

Keep a daily log of practicum experiences including **times, site, and activities**. Document 50 contact hours with infants/toddlers and 50 contact hours with preschool
children. The administrator or supervising teacher at the practicum settings must sign the log to indicate agreement with hours completed. Format for logs will be provided by instructor. The signed logs should be mailed or faxed to the instructor.

Document 50 additional hours designated as Professional Development. The additional 50 hours may be documented through other activities carried out by early childhood teachers (i.e., home visits, screening or testing, attending ARC meeting or professional development activity, visiting a kindergarten classroom, searching for teaching materials and resources, attending workshop or conference). Format for logs will be provided by instructor.

Instructor will make one observation for each setting. K-TIP lesson plan should be ready to give to instructor prior to the observation. After the observation, analysis/reflection section must be completed.

All students must document current (within the last year) negative TB test. Some programs also require students pass a criminal background check. Check with your supervisor or the program administrator for site requirements.

Students planning to graduate at the end of this semester should submit a final portfolio on LiveText with accompanying artifacts and reflections for each of the 10 KY IECE Teacher Standards. Artifacts should reflect your progress during your master’s courses. The portfolio should also contain: (a) resume/vita, (b) your philosophy about the education of young children with and without disabilities, and (c) reflection for each artifact containing what the artifact is, why you selected the artifact, how it addresses the standard, how it addresses the criteria accompanying the standard, what you learned by creating/implementing the artifact, and how creating/implementing the artifact will impact your teaching.

VI. FIELD, CLINICAL, AND/OR LABORATORY EXPERIENCES:
Students will complete 100 hours (at approved program) in an infant and/or toddler and preschool setting(s). Students will devote an additional 50 hours to professional development.

VII. TEXT(S) AND RESOURCES:
A. Internet sources
B. Curriculum Materials Center
C. Blackboard
D. Waterfield Library
E. KY Department of Education

VIII. EVALUATION AND GRADING PROCEDURES:
Grading will be based on evaluation of site supervisor(s), course instructor observations, and practicum assignments and/or portfolio entries.
Portfolio entries will be evaluated by IECE faculty. The grading scale applied for the portfolio will be: A=4, B=3, C=2, D=1, E=failure. Students must average 2.5 to pass the eligibility portfolio. A scoring rubric is used for portfolio submitted by graduate student.

IX. ATTENDANCE POLICY:
Students are expected to adhere to the MSU Attendance Policy outlined in the current MSU Bulletin.

X. ACADEMIC HONESTY POLICY:
Murray State University takes seriously its moral and educational obligation to maintain high standards of academic honesty and ethical behavior. Instructors are expected to evaluate students’ academic achievements accurately, as well as ascertain that work submitted by students is authentic and the result of their own efforts, and consistent with established academic standards. Students are obligated to respect and abide by the basic standards of personal and professional integrity.

Violations of Academic Honesty include:
Cheating - Intentionally using or attempting to use unauthorized information such as books, notes, study aids, or other electronic, online, or digital devices in any academic exercise; as well as unauthorized communication of information by any means to or from others during any academic exercise.

Fabrication and Falsification - Intentional alteration or invention of any information or citation in an academic exercise. Falsification involves changing information whereas fabrication involves inventing or counterfeiting information.

Multiple Submission - The submission of substantial portions of the same academic work, including oral reports, for credit more than once without authorization from the instructor.

Plagiarism - Intentionally or knowingly representing the words, ideas, creative work, or data of someone else as one’s own in any academic exercise, without due and proper acknowledgement.

Instructors should outline their expectations that may go beyond the scope of this policy at the beginning of each course and identify such expectations and restrictions in the course syllabus. When an instructor receives evidence, either directly or indirectly, of academic dishonesty, he or she should investigate the instance. The faculty member should then take appropriate disciplinary action.

Disciplinary action may include, but is not limited to the following:
1) Requiring the student(s) to repeat the exercise or do additional related exercise(s).
2) Lowering the grade or failing the student(s) on the particular exercise(s) involved.
3) Lowering the grade or failing the student(s) in the course.

If the disciplinary action results in the awarding of a grade of E in the course, the student(s) may not drop the course.

Faculty reserve the right to invalidate any exercise or other evaluative measures if substantial evidence exists that the integrity of the exercise has been compromised. Faculty also reserve the right to document in the course syllabi further academic honesty policy elements related to the individual disciplines.
A student may appeal the decision of the faculty member with the department chair in writing within five working days. Note: If, at any point in this process, the student alleges that actions have taken place that may be in violation of the Murray State University Non-Discrimination Statement, this process must be suspended and the matter be directed to the Office of Equal Opportunity. Any appeal will be forwarded to the appropriate university committee as determined by the Provost.

XI. NON-DISCRIMINATION POLICY STATEMENT:
Murray State University endorses the intent of all federal and state laws created to prohibit discrimination. Murray State University does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, veteran status, or disability in employment, admissions, or other provision of services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal access to participate in all programs and activities. For more information, contact Director of Equal Opportunity, Murray State University, 103 Wells Hall, Murray, KY 42071-3318. Telephone: 270-809-3155 (voice), 270-809-3361(TDD).

XII. FLAG SYSTEM/CONTINUOUS ASSESSMENT:
Student progress through the program is continually assessed. Appropriate professional characteristics and dispositions, in addition to academic achievement, are assessed. Positive and negative flags are submitted by faculty to Teacher Education Services and then presented to the admissions committee for those IECE graduate students working on initial certification. Negative flags are reviewed to make a determination as to whether a student should be denied admission OR if a professional development plan will be designed for the student’s progress toward program completion. Negative flags may be grounds for denial of admission to Teacher Education Services and/or practicum, or reversal of admitted status.