

**HDF 360**  
**Birth - Kindergarten Education: Professional Seminar II**  
**Spring 2006**

**INSTRUCTOR:**

Dr. Karen M. La Paro  
145 Stone Building, 256-0097  
Office Hours: Thursdays 2:00 – 3:30 PM and by appointment  
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**CATALOG DESCRIPTION:**

Professional Seminar to examine issues related to teaching in preschool and kindergarten classrooms. Videotaped observations are used for self-assessment/reflection and to highlight adult-child interactions in the classroom. Professional topics include highlights of the interview and application process, requirements for the professional portfolios, and an introduction to student teaching requirements and experiences as well as the completion of the technology portfolio.

As a speaking intensive course, the course also has the goals of enhancing the subject area through active engagement in oral communication.

**Teachers Academy Conceptual Framework Mission Statement**

Professional education at UNCG prepares and supports the development of caring, collaborative, and competent educators who work in diverse settings. This mission is carried out in an environment that nurtures the active engagement of all participants, values individual as well as cultural diversity and recognizes the importance of reflection and integration of theory and practice. UNCG's professional education programs are guided by shared commitments to:

- Equity and excellence in teaching, research, and service;
- Professional integrity and ethical deliberation in dealing with students and colleagues (university-based, school-based, and community-based);
- The construction of a professional knowledge base through collaboration and collegiality; and
- The dissemination of professional knowledge, skills, and dispositions through the preparation and continuing professional development of teachers, principles, and other school personnel.

**READINGS: To be announced**

**TECHNOLOGY (REQUIRED):**

Access to video camera (available through TLC)

This course will require students to videotape themselves in their practicum setting and review these tapes with group members and the instructor. ***The videotapes must be turned into the instructor in VHS format provided!!! Points will be deducted from your final grade if these instructions are not followed.***

Access to Blackboard

Course assignments and online discussions will be posted on Blackboard

## **COURSE OBJECTIVES:**

1. Demonstrate the development of personal values and an adherence to a professional code of ethics related to becoming caring, collaborative, and competent professionals.
2. Demonstrate personal characteristics appropriate for professional functioning (e.g. active listening, flexibility, problem solving) in both interactions with children, families, and colleagues.
3. Demonstrate understanding the roles of the teacher as a researcher, decision-maker, advocate and consultant and the interrelatedness of these characteristics in professional development.
4. Demonstrate critical skills in effective communication, collaborative consultation, team building, and conflict resolution both in courses and practicum settings.
5. Participate in the examination and critique of videotaped observations of effective and ineffective teaching practices and classroom processes.
6. Demonstrate professional attitude in seeking new knowledge and experience by staying abreast of current professional literature, participating in research, seminars, staff development, lectures, professional organizations that foster learning, and by communicating with knowledgeable individuals.
7. Review Professional Portfolio requirements and guidelines for collecting artifacts and developing philosophy statements.
8. Complete technology requirements for licensure - All BK Licensure students must take LIS 120 before they graduate. LIS 120 is a one-hour course that provides training in technology skills. All students must also complete a technology portfolio. Materials may be gathered throughout the coursework that students complete.

## CLASS POLICIES

### Attendance and Participation

The class meets on Thursdays from 4-5:30 (see course schedule for specific dates). Class attendance is required. *Five points will be deducted from your final grade for each absence.* As a courtesy, if you are sick or unable to attend class please notify the instructor in advance. *Missing part or all of a class will be considered an absence and a minimum of 2 points will be deducted from your final grade.* If you miss class, you are responsible for getting notes from fellow students and obtaining any assignments or handouts. Assignments are due by 5PM on the date stated on the syllabus unless otherwise noted. *1 point per day will be deducted from an assignment grade if the assignment is turned in late. Assignment will be accepted up to 5 days after the due date – after 5 days, you will receive 0 points for the assignment.*

This course is a seminar which requires your participation. Up to 2 points per class meeting will be added to your final grade based on your participation.

It is expected that you will be respectful of your classmates and the instructor by following these guidelines:

1. Do not converse with others while the instructor is speaking or while other classmates are speaking.
2. Turn off all cell phones and pagers, or silence the ringer or set them to vibrate rather than ring.
3. If you must arrive after class has begun or leave once class has started, please do so quietly. *Arriving late or leaving early may affect your attendance and participation grade.*

Students are expected to understand and follow the UNCG honor code, which is printed in your student handbook. This means that any information you collect is accurate to the best of your ability, that you write your assignments in your own words, and that all ideas and information taken from outside sources are properly cited and referenced. Further, it is unacceptable to turn in assignments for this class that were completed for another class. Please ask if you every have questions on these issues. Also, if you have a documented disability and wish to discuss academic accommodations, please contact me as soon as possible.

This course requires additional hours outside of class meeting times to complete assignments and meet with peers. These are required activities and assignments. NCATE assessments must be completed and returned to the instructor – these are departmental requirements.

## GUIDELINES FOR ASSIGNMENTS:

1. **Participation** in class activities. Students will participate in a variety of in-class activities. These activities are designed to heighten their awareness of the importance of observation, self-assessment, and reflection. Activities related to videotaped observations of effective teachers and classrooms will take place – *some of these require meetings outside of class time.*
2. **In-class presentation and discussion.** Opportunities for developing skills of oral communication are provided. Small group presentations utilizing critiques of videotaped observations of effective teachers are required. *Feedback from the Speaking Center is required for your in-class presentation.*
3. **Midterm exam.** Students will complete a midterm exam that covers information related to the North Carolina Public Schools website and the Guilford County Public School website.
4. **Videotaped observations.** Students will complete (2) 30-minute videotapes of themselves interacting with children during the co-requisite HDF 435 practicum. Format and requirements will be discussed in class and posted on Blackboard under Assignments. These videotapes will be the basis of small group discussions of teaching processes. For each video you will be required to meet with your group and the course instructor to review tapes. Sign up sheets for these meetings will be posted on my office door, Stone 146. Videotape #1 should be completed after 6 hours in the classroom (i.e., after 2 weeks in your placement). Videotape #2 should be completed no sooner than the week of April 6<sup>th</sup>.
5. **Technology Portfolio.** Students will complete their technology portfolio as part of the requirement for licensure.

## GRADING:

### Online Discussion Participation – 20 points

- Ice Breaker – 5 points
- Placement Discussion – 5 points
- Journal Sharing – 5 points
- Student Teacher Questions – 5 points

### Videotape Observation I –75 points

- Videotape (completed on time and correctly) – 25 points
- Group Meeting (participation and preparedness) – 25 points
- Written Construct Analysis – 25 points

### Videotape Presentation – 75 points

- In-class Presentation – 50 points
- Consultation with the Speaking Center – 25 points

### Midterm - 50 points

### Videotape Observation II – 75 points

- Videotape – 25points
- Group Meeting – 25 points
- Construct Rating – 25 points

### Technology Portfolios – 25 points (on time and complete)

Participation – 2 points possible each class meeting (added to final grade)

Attendance (-5) for each missed class – NO EXCEPTIONS

You may attend Strictly Speaking Workshops (See Speaking Center link on Blackboard) for an additional 5 points per workshop for a maximum of 10 points, extra credit.

## FINAL GRADES

A+	100-98%	320 - 313
A	97-94	312 - 300
A-	93-90	299 - 288
B+	89-88	287 - 279
B	87-84	280 - 269
B-	83-80	268 - 256
C+	79-78	255 - 250
C	77-74	249 - 236
C-	73-70	235 - 223
D+	69-68	222 - 217
D	67-64	216 - 204
D-	63-60	203 - 191
F	<60	190 and below

## COURSE SCHEDULE (HDF 360):

Class Date	Topic	Assignments
January 12	Course Overview NCATE Assessments	
January 19	NCATE Assessments Speaking Center Presentation	Blackboard Ice Breaker
January 26	<b>NO CLASS</b>	
February 2	<b>NO CLASS</b>	Blackboard – Introductory discussion about placements
February 9	Technology Portfolios Student Teacher Placement Applications (Cheryl Sarrat)	
February 16	<b>NO CLASS</b>	Video Assignment #1 Group Meetings
February 23	<b>NO CLASS</b>	Video Assignment #1 Group Assignment Meetings
March 2	Group Presentations Video Assignment #1	Midterm Due (online)
March 9	<b>NO CLASS – Spring Break</b>	
March 16	Career Center Presentation	Technology Portfolios Due Student Teaching Questions Due Online
March 23	<b>NO CLASS</b>	
March 30	<b>NO CLASS</b>	
April 6	Student Teaching Panel (Edwards Lounge)	Video Assignment #2 Group Meetings
April 13	<b>NO CLASS</b>	Online Journal Sharing
April 20	NCATE Belief Statement Group Presentations Video Assignment #2	

<b>April 27</b>	<b>NO CLASS</b>	
<b>Exam Day</b>	Final Wrap Up	

The instructor reserves the right to make changes to the syllabus as deemed necessary. 12-20-05