

***OFFICIAL COURSE TITLE: TEACHER ASSISTANCE PROGRAM
2020-2021***

A. Instructor:

Jennifer Palacios, Principal Stagecoach Elementary School, Rock Springs, Wyoming

B. Description:

This course has been designed for all elementary and secondary teachers involved in the District Teacher Assistance Program (TAP) for Sweetwater County School District One. The focus of the Teacher Assistance Program or TAP is to provide a mentor teacher to:

- All teachers newly hired in the district with less than three years experience
- All teachers in the district with an exception authorization certificate
- All teachers in the district who are moving to a new teaching position:
 - With a two year grade level difference or
 - In a new subject or content area.

The primary purposes of the Teacher Assistance Program are to improve professional practice, build professional knowledge to improve student success and retain promising teachers. These goals are accomplished by providing a strong support system for new and experienced teachers in conjunction with sustained professional development.

C. Intended Audience:

Elementary and secondary teachers of Sweetwater County School District Number One.

D. Grading Options:

S/U

E. Course Goals:

The goal of this course is to improve the quality of instruction through individualized assistance and professional development.

F. Objectives:

It is expected that participants will:

- Understand and implement the peer coaching philosophy
- Utilize the Seven Norms of Collaboration
- Develop and implement a Classroom Management Plan
- Develop and implement goals and an action plan to reach the goals
- Attend 30 hours of staff development
- Attend 60 hours of participant/mentor contact time

G. Text and Resources to be Used:

There will be training and resources available for peer coaching. The Beginning Teacher's Field Guide by Tina Boogren is the text around which classroom management sessions are formed. Sweetwater County School District No. One Performance Evaluation System is reviewed and discussed. District staff hold trainings on parent teacher conferences, grading and report cards. Trainings on special education and 504 issues will be included in the monthly TAP trainings.

H. Instructional Procedures:

- Lecture
- Demonstration
- Modeling
- Observation
- Small and large group discussions

Following the allotted course time and upon request, the instructor will make herself available to facilitate resolution of individual difficulties resulting from any aspect of the course work.

I. Meeting Dates:

August 03, 2020- Welcome and forms (all day)

August 06, 2020 –Field Guide Chapter 1/ Classroom Management Plan Development (4 hours) plus

September 17, 2020 –Field Guide Chapter 2/Classroom Management/ SPED and 504 (2 hours)

October 08, 2020 – Field Guide Chapter 3/ Classroom Management/ Report Cards Sweetwater #1 (2 hours)

November 05, 2020 – Field Guide Chapter 4/Difficult Parents, and Time Management (2 hours)

December 03, 2020- Field Guide Chapter 5/Classroom management/ Self-Care(2 hours)

January 07, 2020 – Field Guide Chapter 6/ Data and Strategies to inform instruction and Classroom Management. (2 hours)

April 8, 2020 – Field Guide *The Year in Retrospect*/ Post Evaluation, Reflection, Celebration (2 hours)

J. Building TAP PLC:

New teachers (participants) will be assigned to a TAP Team Leader. The TAP Team Leader will hold weekly hour-long meetings first semester (16 meetings) and every other week during second semester (10 meetings) where various topics of need will be presented to the PLC. These meetings will include presentations by staff members, classroom observation feedback, book studies and other similar experiences.

K. Evaluation:

Pre and post surveys will be administered to participating teachers, mentors and administrators. The Classroom Management Plan and goals and actions plan will be turned in to instructor.

Due Dates:

Aug. 14 Classroom Management plan on Google Classroom or email :

Secondary email: ellisonc@sw1.k12.wy.us

Elementary email palaciosj@sw1.k12.wy.us

Bi-weekly Newsletter Challenges:

Submit answers and or responses to

Secondary email: ellisonc@sw1.k12.wy.us

Elementary email palaciosj@sw1.k12.wy.us

Monthly Field Guide Assignments:

Monthly assignments in Google Classroom during live 2hour sessions

Observations:

Oct. 19 Videotape yourself teaching and reflect with your mentor + reflection

Dec. 22 Go and observe another teacher for 1 class period + reflection

April 3 Videotape yourself teaching and reflect with your mentor + reflection

Final:

April 8: presentation on your first year. Please use the phases to guide you.