



Walker Career Center

Education Professions Capstone

DOE# 7267



Course Description and Outline	Teacher Information and Student Supports
<p>The Education Professions Capstone provides an extended opportunity for field experience to further apply concepts that have been presented throughout the pathway. Students will also have the opportunity to explore the topics of the exceptional child and literacy development through children's literature. Students will gain a deeper understanding of inclusive teaching techniques along with policies, theories, and laws related to special education. Students interested in pursuing a career in Elementary Education are encouraged to also study the benefits of using children's literature in the classroom. This course may be further developed to include specific content for students interested in pursuing a career in secondary education. The course includes a significant classroom observation and assisting experience.</p>	<p>Name: Ms. Jodi Randall Email: jrandall@warren.k12.in.us Phone: 317-532-6477</p> <p>Additional Supports</p> <ul style="list-style-type: none">• Tutoring is available by appointment

Journey of a Graduate Skills

<p>Critical Thinking</p> <ul style="list-style-type: none">• Students will effectively analyze data (experimental, graphs, charts, reliable sources) to use as evidence to reach conclusions.• Students apply content knowledge to real world situations and come up with innovative solutions using resources. <p>Communication</p> <ul style="list-style-type: none">• Students will discuss content in various ways (groups, 1on1, using technology, with teacher) in order to gather a deeper understanding.• Students will use academic language to discuss content and integrate that language into their daily lives.• Students will express their ideas in a meaningful way to their targeted audience. <p>Resilience</p> <ul style="list-style-type: none">• Students focus on essential standards allowing them time to practice, understand, and demonstrate learning.• Students continue to ask questions and persist in their pursuit of understanding.• Students value making mistakes, as they are critical to learning. <p>Collaboration</p> <ul style="list-style-type: none">• Students see value in getting assistance from peers. Peers assist in the development of understanding for classmates.

- Students value guidance and support from teachers as an additional resource in the development of understanding.
- Students share ownership of the creation of ideas and acknowledge other’s experiences and contributions.

Content Knowledge

- Students will use content knowledge in real world situations to solve problems.
- Students have freedom to design and personalize their learning experiences to create meaningful projects.
- Students are excited and inspired to explore content and problems beyond the scope of the class.

Citizenship

- Students are always considerate and respectful of other people’s beliefs, practices, and cultures demonstrated through words and actions.
- Students are responsible for their own learning; get makeup work when they have been out, take necessary notes, stay engaged while in class.

Grade Calculation

MSD Warren Township Scale

Grade	Percentage
A	92.5 - 100
A-	89.5 - 92.4
B+	86.5 - 89.4
B	82.5 - 86.4
B-	79.5 - 82.4
C+	76.5 - 79.4
C	72.5 - 76.4
C-	69.5 - 72.4
D+	66.5 - 69.4
D	62.5 - 66.4
D-	59.5 - 62.4
F	Below 59.5

Credits/Pathways

CORE 40 Diploma

Course fulfills 2 credits of the directed electives requirement for the Core 40 diploma.

Academic/Technical Honors Diploma

Has potential to fulfill academic/technical honors diploma. - see counselor

CTE Graduation Pathway

Principles - Principles of Teaching

Course A - Child and Adolescent Development

Course B - Teaching and Learning

Capstone - Education Professions Capstone

A student will be considered competent in a Graduation Pathway when six credits from courses listed in career goal and average a “C” or better in those courses.

Grading Policies

Semester Grade

Your semester grade will be calculated by weighted categories. Categories will be identified by:

Assignments - 20%

Assessments - 30%

Field Experience - 50%

Walker Career Center Grading Policy

Grades will be updated weekly. If a student is absent it is their responsibility to identify and obtain all missing assignments - including sewing lab makeup assignments if a sewing lab day / experience is missed for any reason.

Walker Career Center Assignment Policy

Students will be given ample time in class to complete assignments, however if the assignment(s) is not completed it will become homework.

Synergy Grades

Grades posted in Synergy reflect the students academic performance in the course. Zeros will be in the place of no grade for the student to see how a missing assignment will affect their grade. Students will have a regular deadline for missing work to be turned in. Information will be posted 3 days before the deadline on the classroom board.

Types of Assignments and Assessments

Assignments

Assignments will include in-class assignments and homework. These items are opportunities for students to practice the concepts learned in class.

Assessments

Tests & quizzes cover Indiana Department of Education State Standards and Dual Credit Requirements from IVY Tech.

Course Outline/Calendar

Use Canvas Home Page for the up-to-date calendar.

Topics Include:

- Exceptional Child
- Literacy
- Inclusion
- Policies and Laws

Course Supplies

- Black Pen and Pencil
- Chromebook

Classroom Expectations

GOOD ATTENDANCE. All students are expected to be present and on time! All absences must be called in to the attendance line and documented with your cohort office. Excessive absences may result in dismissal from the program.

PARTICIPATION IN LAB IS MANDATORY. All students are expected to participate each and every day in the sewing lab. Due dates will be set for supplies. If a student does not have their supplies on the required due date, the student can be given an alternative assignment. The student will not receive full credit for the original sewing project.

TALKING AND GOSSIP IS LIMITED. Students are expected to be working on their construction projects in the lab rigorously. Talking should be at a minimum. Students who do not follow this expectation will face disciplinary action.

COOPERATIVE AND RESPECTFUL ATTITUDES. This class will require you to work with others on projects and assignments. You will need to keep an open mind and listen to other points of view. Students are expected to participate in discussions actively, but be mindful that not everyone shares the same view. Constructive discussions are welcome in class, but not at the expense of someone else. Disrespectful attitudes are not tolerated! The golden rule applies: "You respect me and I will respect you!"

PRACTICE SAFETY RULES. This class will include "hands on" work. It is very important to you and others in the class that safety remains a top priority. Misbehavior in a lab situation or group activity will be cause for you to have a seat and receive a zero on the lab or activity. Students may be removed from the program if safety rules are not followed.

REFRAIN FROM DISTRACTING BEHAVIORS IN CLASS. Some examples though not inclusive are; chewing gum, grooming, candy, snacks, or any other beverage.

Course Expectations

Canvas - Some course material will be available on Canvas. Students must have access to reliable Internet connection. Students are responsible for checking Blackboard / Canvas on a regular basis. If you have any questions about your grade, **you must alert the instructor within two weeks of the grade posting.**

Email - The official communication method in this class will be emails. Your Warren/ ISU email account is the official notification vehicle of the university. It is your responsibility to make sure that you check your email account regularly. For all email communications, **always state your full name and course number on the subject line.** And please **check the syllabus before you send** an email – Questions whose answers are available on the syllabus or Blackboard are not appreciated.

Professional Behavior - Professional behavior and work attitude are expected of all students in class. Show respect for fellow students, guest speakers, and your instructor.

Academic Dishonesty: ACADEMIC DISHONESTY IS A SERIOUS OFFENCE AND WILL BE TAKEN ACCORDINGLY. At no time is copying other people's words or ideas permissible. Academic misconduct includes cheating on the test, copying other people's work (plagiarism) without proper citation, and so on. If submitted work is found to be plagiarized, the student(s) involved (both the copier and provider) **will receive 'F' for this course.**

Walker Career Center's Instructor's Academic Dishonesty Policy/Statement: Students who are in violation of completing their own assignments and tests by cheating, betrays the trust of the instructor and does not reflect a student's actual knowledge. Violation of this policy may result in disciplinary action and could include removal from the program. The student will also be referred to their Dean, who will determine appropriate disciplinary action in keeping with procedures used in the handling of other types of student conduct situations and will be given an immediate consequence. All work submitted by students retaking the course must be new this semester. Any assignment submitted from a previous semester will not be graded and the student will receive zero points.

Exams - All exams will be timed, non-cumulative and covering material assigned in texts, outside readings, and class activities. Students have a SINGLE chance to take the exams. **Cheating in any way will result in a zero for the test, receive 'F' for the course, and will be reported to the administration.**

Prior approval to miss an examination will be given in the event of extenuating circumstances and the student will be expected to present the proof of such extenuating circumstances. Proofs of such incidents should be original and official documents. Personal letters or copied documents are not acceptable. Doctors' visits due to minor illness cannot be a legitimate excuse. REQUEST FOR MAKE UP DUE TO EMERGENCY SHOULD BE NOTIFIED BY MIDNIGHT OF THE SCHEDULED EXAM DATE. The instructor holds the right to determine whether the student will be required to take a make-up examination or not. MAKE UP EXAMS ARE DIFFERENT FROM THE ORIGINAL IN TERMS OF FORMAT, LENGTH, AND DIFFICULTY. Any student who is allowed to make up an exam will take the make-up exam during the study week. The make-up exam is a comprehensive exam, covering all materials for the course. NO MAKE UPS FOR QUIZZES WILL BE PROVIDED.

Acceptable Excuses - Absence and Late Submission of Assignments are only documented and approved by Walker Career Center.

Grading Appeals - You may appeal your grade on any assignment or exam within one week of the time you are given your grade or it was available to you. All appeals must be computer generated and include the reason for the appeal and any sources that support your appeal. Any appeals after one week of the grade posting on Blackboard/Canvas will not be considered.

Release of Work Statement - Students understand that enrollment in this course grants consent for their work to be selected for inclusion in college or departmental publications (online or in print). Your instructor may select to use your work to represent her/his skills as an instructor in a teaching portfolio (online or in print).

Walker Career Center's Disabilities Services Policy - The Office of Disability Services reviews requests and determines appropriate accommodations for students with disabilities. Students with psychological, physical, sensory, communicative and/or learning disabilities should seek out this office as soon as possible after admission if they require academic accommodations. The student will be required to provide copies of medical or psychometric evaluations that document the presence of a disability and the impact of the disability on the student's level of functioning. The Office of Disability Services also coordinates the availability of assistive technology at various campus locations to provide accessible classroom materials and equipment. Both ISU and Walker comply with the requirements set forth by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act to assure the rights of individuals with disabilities to fair, non-discriminatory treatment.

Opportunities due to enrollment in this program

Walker Career Center FCCLA (Family, Career, Community Leaders of America)

What? It is an organization that gives students the opportunity to identify important issues in their community and help find solutions to those issues. We focus on leadership skills, character building, and life-long learning and service. It prepares students to be leaders in the community as well as to realize the power of one.

Who? Any student that has previously or is currently taking a FACS class can join FCCLA.

Why? To learn how to be good leaders, support the community, change lives, and experience the power of one in making a difference everywhere!

Membership Dues:

Basic Membership: \$20.00 (includes local, state and national dues)

State Leadership Conference: \$20 -\$50, depending on fees, hotel (if not local) and fundraiser. STAR Event:\$15

State Project:\$10

Walker Career Center Honor Society

Eligibility:

- Junior or Senior students enrolled in a Career and Technical Education (CTE) program who Maintain a B+ or higher in those CTE classes
- Overall G.P.A. is C average or higher
- No suspensions or discipline concerns
- No more than 5 absences in each semester in any class.
 - First year students who are nominated by their CTE teacher and must complete an application which includes:
 - ◆ 4 written recommendations
 - ◆ 2 community service activities
 - Second year students need to complete
 - ◆ 2 community service activities

Walker Career Center Leadership Council

Eligibility:

- A student must be enrolled in a Career Center program and must be nominated by their program instructor.

Purpose:

- Promote Walker Career Center in the community
- Promote leadership among the students of Walker Career Center
- Promote unity among the various programs offered at the Walker Career Center

Activities may include: Jr/Sr Leadership Retreat, CareerFest, Community and school activities, Leading tours of the Career Center