



## **PROCEDURES FOR "NOTICE OF CONCERN/DEFICIENCY"**

1. Notice of Concern /Deficiency and Intervention Plan prepared by professor/student/mentor teacher.
2. Notice of Concern /Deficiency and Intervention Plan reviewed and found to need "further action."
3. Notice of Concern /Deficiency and Intervention Plan filed by professor or mentor teacher with Chair and Associate Dean
4. Chair calls a departmental committee meeting for a recommendation.
5. The committee recommends:
  - A. continue plan
  - B. revise plan
  - C. Teacher Education Council removal of student from internship or student-teaching
6. Teacher Education Council may
  - A. dismiss the concerns
  - B. give the student a warning
  - C. reprimand
  - D. recommend that the student's admission status be revoked.
7. Documentation of action placed in student's teacher education file.

### **ELE Departmental Policy**

Students must pass the lab portion of ELE internships in order to pass the internship courses. Failure in internship class or student teaching will require readmission to TED.

### **Teacher Education Policy**

Students may fail internship and student teaching only once.

## Intervention Plan for Interns/Student Teachers

Intern/Student Teacher: \_\_\_\_\_

University Mentor: \_\_\_\_\_

Period of Intervention: From: \_\_\_\_\_

To: \_\_\_\_\_

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1. Areas (domains) in which the intern/student teacher is in need of assistance.

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2. Professional improvement activities and dates for completion.

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3. Evidence that will be used to determine that professional improvement activities have been completed.

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4. Directives for changes in the intern/student teacher behavior and time lines.

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5. Evidence that will be used to determine if intern/student teacher behavior has changed.

<p>____ My university mentor and I have discussed this intervention plan.</p>	<p>____ This plan has been successfully completed.</p> <p>____ This plan has not been successfully completed.</p> <p>____ Further action is necessary.</p>
<p>_____ Signature of Intern/Student Teacher      Date</p>	<p>_____ Signature of Student Teacher      Date</p>
<p>_____ Signature of University Mentor      Date</p>	<p>_____ Signature of University Mentor      Date</p>
<p>_____ Signature of Mentor Teacher (optional)      Date</p>	