

Proposal Summary

Title: Establish a Policy for Student Teaching and Culminating Experience in Teacher Education to include criminal background checks.

Subject Specification: Requirement for Bureau of Criminal Investigation (BCII) and FBI background checks for student teaching and culminating internship for teacher education courses to include ECED 40292, ADED 42357, CTTE 46031, SPED 43981, MCED 42357, MCED 42358, EDUC 49526, HED 42358, PEP 49526.

Teacher Education programs outside of the College of Education, Health, and Human Services which offer student teaching courses will add a notation in FlashFAST that background checks are required for the following courses: MCLS 40657, ENG 41009 for TESOL, ARTE 41557, MUS 42357, TECH 46031, DAN 47525. See attached e-mails confirming this.

Background Information: In response to H.B. 190 passed in November 2007 which requires BCII and FBI checks of all applicants for employment, not just those who are responsible for the care, custody or control of a child, more and more school districts and agencies are requiring background checks for student teachers and those in culminating internships. Although the legislation does not specifically require background checks for student teachers, the Ohio Department of Education is recommending that teacher education programs require them. The teacher education faculty in EHHS, the College of Technology, The College of the Arts, and The College of Arts and Sciences have decided that we should require it of all student teachers and those in culminating internships. The cost of the background checks is \$55 and since it is good for one year, teacher candidates can also use it for their licensure application which also requires both the BCII and FBI checks. Students will be advised of this policy by their professional advisors in White Hall, by faculty in Education in a Democratic Society (introductory course required of all teacher education candidates), and in checklists for advanced study and student teaching.

Alternatives and Consequences: We could require background checks only for student teachers assigned to a school district that requires a background check, but it makes it would be exceedingly difficult to place the approximately 700 candidates for student teaching each year. The BCII and FBI checks are valid for one year, and most candidates will be able to use the results of the check done for student teaching when they apply for licensure. Licensure now requires both BCII and FBI checks.

Specific Recommendation and Justification: Establish a policy on background checks for student teaching:

For student teaching and any culminating internship in teacher education that requires candidates to be placed within a school or agency ("school/agency") setting, the college requires students to complete Bureau of Criminal Investigation and Identification (BCII) and Federal Bureau of Investigation (FBI) background checks and submit the results to authorized personnel at their assigned "school/agency" before the first day of the semester in which student teaching/internship will take place. Authorized "school/agency" personnel will determine whether a candidate may participate in fieldwork in that setting. The BCII and FBI background checks are good for one year and are mandatory for licensure application. Electronic fingerprinting is available for BCII and FBI in 221 White Hall and should be completed at least two months prior to student teaching/culminating internship. Regional campus students should contact their Regional Campus coordinator to identify fingerprinting availability at each campus. Candidates are responsible for fees incurred for this requirement. For more information on this policy, contact the Director of Clinical Field Experience in 304 White Hall. Visit the Ohio Department of Education website (<http://ode.state.oh.us>) for more information about background check requirements for educators in Ohio. Contact the Office of Professional Conduct at the ODE for specific information about the results of the background check.

KENT STATE UNIVERSITY

CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 3/17/08 Curriculum Bulletin _____

Effective Date Spring 2009 Approved by EPC _____

Department

College EH - Education, Health and Human Services

Proposal select one

Proposal Name

Establish policy for Student Teaching and Culminating Experience in Teacher Education to include criminal background checks.

Description of proposal:

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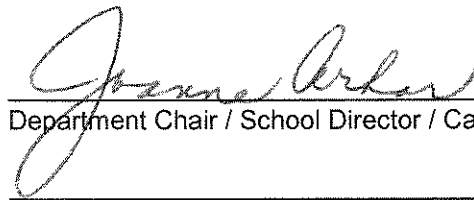
Describe impact on other programs, policies or procedures (e.g., encroachment and duplication issues; enrollment and staffing considerations; need, audience, prerequisites)

Programs outside of EHHS that prepare teachers have agreed to this proposal and will make a notation in Flashfast indicating that background checks are required for student teaching.

Units consulted (other departments, programs or campuses affected by this proposal):

Art Education, Technology Education, Dance Education, Music Education, Foreign Language Education, Teaching English as a Second Language. are programs outside of EHHS. In EHHS, the programs include Middle Childhood Education, Early Childhood Education, Adolescent to Young Adult Education, Special Education, Career Technical and Trade Education, Physical Education, Health Education.

REQUIRED ENDORSEMENTS



Department Chair / School Director / Campus Dean

03/19/2008

College Dean

____/____/____

Executive Dean of Regional Campuses

____/____/____

Senior Vice President for Academic Affairs and Provost

____/____/____

Early Childhood Education
 Middle Childhood Education
 Adolescence/Young Adult Education
 Gifted Education Intervention Specialist

Please refer to Page 302 for additional evaluation criteria associated with the Early Childhood program, Page 328 for additional criteria associated with the Middle Childhood program, and Page 296 for additional criteria associated with the adolescence to young adult programs. Information is available through the program area, Regional Campuses and on the Office of Student Services' Web site at www.ehhs.kent.edu/oss. **Passing standardized test scores must be on file in 304 White Hall prior to submission of application for admission to advanced study.** Requirements for admission to advanced study vary by *Catalog* year. Information specific to each major is available in 304 White Hall.

Personal-Professional Characteristics

Professional dispositions are values, commitments and professional ethics that influence behavior toward students, families, colleagues and communities. Learning to become a professional is far more complex than merely completing a sequence of college courses. A major component of professional teacher education (in both the KSU classroom and field-based setting), thus, includes the development of professionalism, personal qualities and work ethic.

Professionalism refers to a commitment to working with a diversity of children, youth and their families in appropriate ways to foster student learning. Professionalism includes treating others fairly and respectfully. It means being open to a variety of learning situations, maintaining confidentiality, aspiring to high ethical standards and making professional judgments that are grounded in research-based theory and practice. It means projecting an appearance and demeanor appropriate to professional settings while in those settings.

Personal qualities related to professionalism include approaching situations with a sense of inquiry, seeking leadership opportunities in the classroom, accepting responsibility, using discretion in self-disclosure, actively engaging with others to promote learning and being willing to work with a diversity of learners. It also means the ability to work collegially with others.

Work ethic is evidenced by attendance, punctuality, timely completion of work and observance of policies and procedures.

The College of Education, Health, and Human Services has developed a process by which teacher candidates receive regular feedback on their dispositions and an opportunity to show growth in areas that are considered important to teaching. Assessment of

student professionalism will be used in making decisions about student progress throughout a teacher education program, including admission to advanced study and student teaching, completion of student teaching and recommendation for licensure.

Interruption Of Progress Toward Completion Of Advanced Study Coursework

Students who do not satisfactorily complete 12 semester hours at Kent State University in two calendar years must satisfy the requirements of the most recent *Catalog*. Please be aware that selective admission programs may require reapplication if postponing advanced study coursework or if withdrawn for one year or more.

Due Process

Procedures have been established so that students who wish to appeal an academic decision may do so. Any formal appeal must be initiated in writing through the appropriate department chairperson or school director. If satisfaction is not obtained at the department or school level, appeals are reviewed by the associate dean for undergraduate student services. For more information, please see policy number 3342-8-06 of the University Policy Register (administrative policy and procedures for student complaints).

The Kent State University Ombuds is available to students who wish to obtain further information regarding academic appeals procedures. The Office of the Ombuds is located in 250 KSC, 330-672-9494.

Student Teaching

It is critical that all teacher candidates apply for student teaching online at www.ehhs.kent.edu/oce by the deadlines established by the Office of Clinical Experiences, 304 White Hall. Student teaching applications must be completed one full year before student teaching is anticipated. For fall candidates, the deadline is the second Friday of the fall semester and for spring candidates, the second Friday of the spring semester. Adolescent to Young Adult (ADED) majors must apply a year and a half in advance; the deadline is the second Friday of the fall semester. ADED student teaching is a full-year internship including a fall practicum and spring student teaching.

Deadlines for applications must be observed carefully or student teaching will be delayed a semester or year, depending on the program area. Any questions about specific program requirements should be referred to candidates' faculty advisors and/or program counselors in 304 White Hall.

Once the application is submitted online, all coursework, GPA, dispositional standards and other criteria as specified by the program area and college are reviewed for candidate eligibility for student

teaching. Please refer to program course requirement sheets for specific GPA and other program requirements. For clarification, see faculty advisors and/or program counselors in 304 White Hall.

After receiving written notification of tentative eligibility for student teaching, teacher candidates must attend **one mandatory** meeting to discuss additional student teaching information and necessary materials. The teacher candidate placement forms must be returned on or before the announced deadline. Student teaching will be postponed to the next semester or year (depending on the program) if teacher candidates fail to attend this mandatory meeting.

The decision concerning placement sites for teacher candidates is the responsibility of the Office of Clinical Experiences. Placements are generally made within a 50 mile radius of the Kent Campus. Some placements are available in the Regional Campus areas. All teacher candidates are responsible for their own housing and transportation. In addition, student teaching requires that all teacher candidates follow the cooperating teachers' schedules and devote full-time effort to this final experience in their teacher education program.

Insert here

Teacher Licensure

Praxis II Examinations

To become licensed in the state of Ohio, students must successfully complete the required portions of the Praxis II Examinations. For specific testing requirements for each program area, see the Office of Student Services. These include the test of Principles of Learning and Teaching and appropriate specialty area test(s). Minimum cut-off scores have been established by the Ohio Department of Education and must be achieved for Kent State University to recommend students for licensure.

The Praxis II exams are offered several times each year on the Kent Campus. Students may also arrange to take the exams at any other authorized testing site and have their scores sent to the Kent Campus, Office of Student Services. Registration must be completed five weeks prior to the test date. Information about testing requirements, test dates, fees and locations can be obtained from the Office of Student Services, 304 White Hall, and the Web site: www.ehhs.kent.edu/oss, or from Educational Testing Services at www.ets.org/praxis.

There is a substantial fee for the Praxis II tests. It is suggested that when applying for financial aid, these costs be included in estimated educational expenses. It is very important that students prepare in advance for these tests. Sample question guides, "Tests at a Glance," are available on the Educational Testing Services Web site

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