

Virtual Advising Session

Fall 2018

School Librarianship & School Library Track

October 11, 2018

4:30-6:00 p.m. (EST)

10/12/2018

Hosts

- Ms. Lisa Emery
 - Associate Director, Office of Teacher Licensure
 - Email: lemery@utk.edu
 - Phone: 865-974-8194
 - Address: EHHS Advising, A313
Jane and David Bailey
Education Complex, 1126
Volunteer Blvd.
Knoxville, TN, 37996-3433

- Dr. Cindy Welch
 - School Library Advisor,
Clinical Associate Professor
 - Email: cwelch11@utk.edu
 - Phone: 865-974-7918

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What We're About Today

- **Welcome**
- **SLM licensure/endorsement information**
- **Reminders**
 - **Advising sheet**
- **Answer questions**

SLM Track:
2-3 credentials at
once

- **Masters in Information Science, 36 grad hours**
- **Initial Tennessee teaching license**
 - For the library, not valid for classrooms
- **PreK-12 School Library Media Endorsement**

Each of them has their own requirements!

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Advising Sheet: School Library Information Specialist
School of Information Sciences – University of Tennessee

Name _____

Semester Entering SIS _____ Anticipated graduation date _____

STUDENTS WITHOUT TEACHER CERTIFICATION

+

	<u>Title</u>	<u>Year</u>	<u>Term</u>	<u>Hours</u>	
<i>Required For MS degree</i>	510	Information Environment		3	
	520	Organization & Representation of Information		3	
	530	Information Access & Retrieval		3	
<i>Required For School Library Information Licensure</i>	551	School Library Media Centers		3	
	560	Development & Management of Collections		3	
	571	Resources & Services for Children		3	
	572	Resources & Services for Young Adults		Summer	3
	573	Programming for Children & Young Adults			3
	580	Information Technologies			3
	581	Information Network Applications			3
	EDPY 401*	Professional Studies: Applied Educational Psychology			3
	SPED 402*	Professional Studies: Special Education and Diverse Learners			3
	595**	Student Teaching in School Library Information Centers		Fall or Spring	9
	TOTAL				45

Students who already have an American Library Association-accredited MLS or MSIS degree must have their transcripts evaluated, and then will complete up to 24 hours including INSC 510, 520, 530, and 595 (if no course equivalents replaced them). In addition, they must take Ed Psych 401, and Special Ed 402 (if no course equivalents replaced them).

*These two undergraduate courses offered by the UTK College of Education, Health and Human Services may be transferred in from a four-year regionally accredited institution, however permission to do this must be received *in advance* from the UTK College of Education, Health and Human Services. Contact Dr. Welch at cwelch11@utk.edu for more information.

**This is a culminating course and should be taken on its own in the final semester prior to graduation.

Student Signature

Advisor Signature

Date

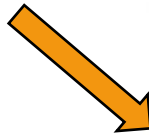


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Advising Sheet: School Library Information Specialist
School of Information Sciences – University of Tennessee

Name _____

Semester Entering SIS _____ Anticipated graduation date _____



STUDENTS WITH TEACHER CERTIFICATION

Advising Sheet
2 credentials;
already has
teaching license

	<u>Title</u>	<u>Year</u>	<u>Term</u>	<u>Hours</u>	
<i>Required For MS degree</i>	510	Information Environment		3	
	520	Organization & Representation of Information		3	
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	571	Resources and Services for Children		3	
	572	Resources and Services for Young Adults		Summer	3
	580	Information Technologies			3
	581	Information Network Applications			3
	Elective	(please specify)			3
	Elective	(please specify)			3
	596**	Field-based Experience in School Library Information Centers (total of 200 clock hours in a school library)		Fall Spring	2-4
	TOTAL				37

**This is a variable credit course that you may take once for 4 credit hours (200 clock hours in a school library) or twice for 2 credit hours (100 clock hours in a school library each time).

Student Signature

Advisor Signature

Date

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Course #	Name	Semester Offered
INSC 571	Literature & Services for Children	Every third semester (not including summer)
INSC 572	Literature & Services for Young Adults	Every Summer
INSC 573	Programming for Children & Young Adults	Every third semester (not including summer)
INSC 551	School Library Administration	Every third semester (not including summer)
INSC 595/596	Field Experience	Fall or Spring only
INSC 576	Storytelling	Every third semester (not including summer)
INSC 577	Picturebooks Across the Curriculum	Every other summer

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Course #	Name	Semester Offered
INSC 505	ePortfolio	Check the schedule
<i>INSC 506</i>	<i>edTPA Support</i>	<i>Fall and Spring</i>
INSC 560	Development & Management of Collections	Fall and Spring
INSC 581	Information Network Applications (580 is pre-req)	Every third semester (not including summer)
INSC 580	Information Technologies	Every third semester (not including summer)
(undergrad)	Ed Psych (EDPY 401)	Fall, spring, summer, online is coming
(undergrad)	Special Ed (SPED 402)	Fall, spring, summer, online is coming

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Notes about CEHHS Education Courses

- Permission to enroll form
 - *Both* Ed Psych 401 and Special Ed 402
 - Permission to enroll form
 - <https://cehhsadvising.utk.edu/wp-content/uploads/sites/40/2018/03/Request-Permission-to-Enroll-Form-2018.pdf>
 - Return to Kayla Whitt
- *Not* applicable to courses taken off campus

Non-UTK Substitutes for 401 and 402

- Get approval BEFORE you take the course(s)
- Requirements
 - 4-year, Regionally accredited
 - Junior, senior, or grad level course
- Send a substitution request including:
 - School name
 - Course name, number, credit hours
 - Course description
- Send to Lisa Emery (lemery@utk.edu), copy me (cwelch11@utk.edu)
- Send an official transcript (showing course completion and grade) to Lisa Emery (lemery@utk.edu)
- Make sure I know you were approved

More about
INSC 595
(initial license)

- **INSC 595**
 - No prior teaching license
 - 15 weeks; Monday through Friday in schools
 - Covers elementary, middle and high school
 - Strongly suggested that you take this by itself (no additional courses)
 - You can do it where you live, but outside Knox and surrounding (TN) counties, you will do more of the footwork
 - edTPA required, done at your second placement

More about
596
(add-on)

- **INSC 596**
 - **Licensed teacher**
 - **Variable credit course – 200 hours total**
 - 100 hours taken twice (2 hour class)
 - 200 hours taken once (4 hour class)
 - **Distributed across elementary, middle and high school**
 - **Can take other classes with it**
 - **Can't use paid hours – we have lots of strategies for this**

More Practica Info

- How do I know where I will do my practicum? Do I choose?
 - Knox County
 - Nearby counties in Tennessee
 - Out of state
- Registering for 595 or 596 starts the process
- Does your county have a Contract with UTK? If not, let me know sooner rather than later

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Risk Management

- Fingerprinting
- Background checks
- Liability Insurance
- Child Protection Training
- TN Mandatory Reporter Training

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Liability Insurance Coverage Options

All UT students who are placed in public schools for UT classwork must have documented proof of student or professional liability insurance with Start and End dates of membership. Select **ONE** of the options below and submit proof of insurance to the Office of School-Based Experiences – BEC 329 or osbe@utk.edu

1) Student Tennessee Education Association (STEA) Liability Insurance Cost: \$28 for membership from September 1st – August 31st of each year

- Pay in person with Cash or Check, Monday – Friday 8:00 a.m. to 5:00 p.m.
 - ❖ Student TEA membership can be purchased in the Office of School-Based Experiences, Bailey Education Complex room A-329 in person. If you pay in person you will receive in the mail to the address you filled in on the STEA membership form. Any questions about receiving your membership information please call STEA at (615) 242-8392 or 1 (800) 342-8367.
 - ❖ If you choose to purchase the insurance in person please bring a check for \$28 made out to STEA. If you choose to pay with cash you must bring exactly \$28. Change is not available in the office.
- Purchase online with Credit Card
 - ❖ Student TEA membership can be purchased online by logging in to <http://teateachers.org/join>. Follow the link under “Students” that says, “On-line enrollment;” Complete the information below, “Enroll for the Next Membership Year, September 1, (current year) to August 31, (next year).”
 - ❖ After you have completed enrollment, please forward a copy of your proof of insurance, including Start and End dates to, osbe@utk.edu.
 - ❖ Renewal instructions on page 2.

2) Private Insurance Agency or Other Insurance Organization

- If you are already covered under another student or professional liability insurance policy with a private agency or if you purchase insurance through an organization other than STEA or PET, you must provide OSBE with a copy of your proof of insurance, including Start and End dates to, osbe@utk.edu

3) Professional Educators of Tennessee (PET) – Student Liability Insurance Cost: \$25.00 for membership from purchase start date – ending one year later

- Purchase by Phone central time Monday – Friday 9:00 a.m. to 5:00 p.m.
 - ❖ PET Student membership can be purchased by calling 1 (800) 471-4867 or local (615) 778-0803.
 - ❖ After you have completed enrollment, request a proof of insurance, including Start and End dates, be emailed to you. Please forward a copy of your proof of insurance to osbe@utk.edu
- Purchase online with Credit Card
 - ❖ PET Student membership can be purchased online. Log on to join or renew to www.proedtn.org/?Students
 - ❖ After you have completed enrollment, please forward a copy of your proof of insurance, including Start and End dates, to osbe@utk.edu
- Purchase by Mail
 - ❖ PET Student membership can be purchased by mail. Print application from online, https://c.ymcdn.com/sites/proedtn.site-ym.com/resource/resmgr/membership_form.pdf or pick up an application in the Office of School-Based Experiences, room 329.
 - ❖ Mail to: 1604 Westgate Circle, Suite 204 Brentwood, TN 37027 with a check, money order or credit card information. Cost to mail and mailing completed only by STUDENT
 - ❖ After mailing call 1 (800) 471-4867 and request a proof of insurance, including Start and End dates, be emailed to you. It is the STUDENTS responsibility to obtain proof of insurance from PET. Please forward a copy of your proof of insurance to osbe@utk.edu

For Assistance Contact:

Office of School-Based Experiences – BEC 329
Julia Campbell – jcampb89@utk.edu – 974-5203
Dr. Geri Landry - glandry@utk.edu – 974-5283

Insurance

Your File in the
College of
Education, Health
& Human
Sciences

- **Must set-up an account with the State's TNCompass program; new electronic system**
 - <https://tdoe.tncompass.org/Account/Login?ReturnUrl=%2f>
- **Completed Program Verification Form, which also serves as your request to be recommended for licensure**
 - You fill out the top, Dr. Welch does the bottom
- **Official non-UTK transcripts (if applicable)**
- **Score reports**
 - Librarian specialty exam
 - edTPA

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Program Verification Form, updated as of Fall 2017

**The University of Tennessee, Knoxville
College of Education, Health, and Human Sciences**

**Request to be Recommended for licensure
and
Verification of Completion with the Library Information Specialist Program**

Directions: Teacher Candidate will complete Part I and submit to Dr. Cindy Welch for completion of Part 2. Also, see bulleted notes at bottom of form.
Dr. Welch will submit completed form to Lisa Emery. The form cannot be emailed, unless using the UT Secured Vault Email, due to UT ID and SSN being provided, which is required.

To Be Completed by Teacher Candidate:

Name: _____ Date of Birth: _____
Last First MI

UT ID _____ SSN: _____
(required) (required)

Mailing Address: _____
Street City State Zip Code

Primary Email Address: _____ Secondary Email: _____

Primary Tele. (day): _____
(include area code)

Type of Recommendation: Initial Semester Completed: _____
 Additional Endorsement

The following information is collected for the purpose of federal reporting requirements.

Ethnicity: Hispanic or Latino Gender Male
 Not Hispanic or Latino Female

Race – mark all that apply American Indian or Alaska Native Asian
 Black or African American Native Hawaiian/Other Pacific Islander
 White

Part II. Completed by Faculty Member

The above student has completed all requirements for a license in the requested area.

Name (Print or Type) Signature Date

Applicant is responsible for:

- submitting this program verification form to Dr. Welch, after Part I is completed,
- ensuring there are no “holds” on their UT account, financial or otherwise,
- ensuring all required Praxis exam results have been submitted to UT, directly from ETS, and
- creating a TNCompass account, with the TN Department of Education, <https://tdoe.tncompass.org>.

Other things to keep in mind

- **For your masters – a “culminating experience”**
 - Comprehensive exam
 - eportfolio – requires one additional class
 - Thesis – requires several additional classes
- **For an initial license**
 - Librarian Praxis Exam
 - edTPA (or PLT Exam)
- **For your existing license (if this applies to you)**
 - Librarian Praxis Exam

edTPA

- educative Teacher Performance Assessment
- ONLY for those seeking their initial teaching license
- Online pedagogy and content knowledge assessment
- Done during your second school placement (so choose wisely) in 595
- What it is
 - Plan a block of lessons
 - Deliver and tape a single lesson, including student assessment
 - Reflect on and annotate the video; complete additional information
 - Submit video and artifacts to Pearson for scoring (\$300)

“Praxis”:
Library Media
Specialist Exam



Preparation Materials

About the Tests

--Select a Praxis test by name--

Registration, Test Dates and Centers



Prepare for a Test

> Preparation Materials

Interactive Practice Test Release Dates

Strategy and Tips

Develop a Study Plan

Test Prep Webinars

Video Library

On Test Day

Scores

Frequently Asked Questions

State Requirements

--Select--

Library Media Specialist (5311)



- [Study Companion \(PDF\)](#)

Other Free Test Preparation

- [Computer-Delivered Testing Demonstration \(Flash\)](#)  | [View Transcript](#)
- [What to Expect on the Day of Your Computer-Delivered Test \(Flash\)](#) 

Priced Test Preparation

Interactive Practice Test



Library Media Specialist, Interactive Practice Test

Use this interactive practice test to prepare for the Library Media Specialist test (5311). This full-length practice test lets you practice answering **one set** of authentic test questions in an environment that simulates the computer-delivered test. The practice test is timed just like the real test and allows you to move easily from question to question to simulate what you will experience on the day of the test. After completing the test, you can also see the correct answers and explanations for each correct answer and view your results by content category.

Note: There is only one version available for each test title, so **each time you take the practice test, you answer the same questions in the same order**. Retaking or repurchasing the same practice test more than once does not give you different practice questions or change the order in which the questions are delivered.

Buy now

Further Information

- Students can register for the exams by mail or online.
 - Educational Testing Service, www.ets.org/praxis, for additional information.
- Be sure to include *UT-Knoxville's* score recipient code, #1843.
 - The Tennessee page on the Praxis website can be found at: www.ets.org/praxis/tn.
 - Test scores are now only reported electronically, and therefore, it is *even more important to list UTK as a score recipient.*
 - Listing UTK will enable the office to review score reports for your licensure recommendation.
- All score reports are online now and available to the student for 10 calendar years.

Culminating Experiences

- **Comprehensive Exam -**
www.sis.utk.edu/programs/comps
- **ePortfolio –**
www.sis.utk.edu/programs/epoportfolio
- **Thesis –**
www.sis.utk.edu/programs/components/thesis

- **SLM track, you also do:**
 - **Library Media Specialist Exam (for all)**
 - **edTPA (online portfolio) for those seeking initial license**
 - **Watch for INSC 506 – edTPA Support class, 1 hour, REQUIRED**

Sequence of Events

1. **Classwork (leave 551 for last)**
2. **Practicum/Student Teaching**
 - INSC 595 (initial license)
 - INSC 596 (add-on, JEP)
3. **UT Grad School “culminating experience”**
 - Comprehensive exam, thesis, ePortfolio
4. **Education exams**
 - Initial license – SL specialty exam, edTPA
 - Endorsement – SL specialty exam

Additional Information Links

- Tennessee State Licensure Web site
 - <http://www.tn.gov/education/section/licensing>
- Applications are submitted through TNCompass, by an educator preparation provider (UTK) on behalf of the candidate, using the TNCompass program.
 - To establish your account, go to <https://tdoe.tncompass.org/Account/Login?ReturnUrl=%2f>
 - You'll now do this in 595 or 596 if you haven't done it already
 - What about if I have an account through my job, is this separate?

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Questions?
Suggestions?
Stay in touch!
Thanks for
participating!

