

ETSU Residency Candidate Newsletter

January 2025

Office of Educator Preparation



In this Newsletter

- **Upcoming Dates**
- **Reminders**
- **Career Opportunities**
- **Sevier County Certified Employee Job Fair**
- **edTPA Newsletter**
- **Residency II Key Roles**
- **Student Learning & Licensure by Watermark Requirements**

- **Substitute Teaching Guidelines**
 - **Communication**
-

Upcoming Dates

- **Graduation and Certification Virtual Meeting for Residency II Candidates, Thursday, March 6 from 3:30-4:30. During this meeting you will receive information about the process of obtaining your teaching license that occurs after graduation.**
 - **edTPA Writing Camp and Boot Camp Dates are scheduled by Program of Study. Please refer to the PowerPoint in the Residency II meeting and/or your program of study for your specific dates. (Candidates are excused from their placements for the sessions.)**
 - **Residency II Switch date-March 3. Candidates will move to their second placement mentor teacher. (This may be different for music students, RITE Candidates, PE Candidates, KAT Candidates, or other candidates with special circumstances.)**
 - **ETSU Office of Educator Preparation Career Fair: April 7, 1-4 pm (Candidates are excused from their placement at 11:30 if they are attending the career fair.)**
 - **Last Day of Residency II: May 2 (Candidates are required to make up all absences during Residency II after this date.)**
-

Reminders

1. Residency Candidates should email and/or text their University Supervisor if there are school and/or district changes to the normal school day (e.g., school closed for inclement weather, sickness, etc., school starting on a snow schedule).
2. Residency candidates should complete an ETSU Residency Coaching Contract if they are planning to coach in any capacity during Residency II (e.g., new head or assistant coaching position, returning head or assistant coaching position). Coaching before this contract is approved could risk removal from Residency II.
3. Residency candidates should complete a Professional Development Permission form if they would like to attend a professional development outside of their district. This needs to be submitted at least 2 weeks prior to the event for approval. Each program has specific guidelines that need to be completed if attending a Professional Development event outside of their school district.



ETSU Educator Preparation Career Fair

When? April 7, 1:00-4:00 P.M.

Where? D.P. Culp Center Ballroom

Click [HERE](#) to see more information on Handshake!

Here's what you can do to be prepared:

- Update your Handshake profile. Make sure it reflects your latest experiences and job preferences - especially role and location!
 - Know before you go. Use the Handshake app to see the event map, browse employers that'll be there, and favorite the ones you want to meet.
 - Be ready to talk about yourself. Prepare some talking points about your career interests as well as your academic and extracurricular experience.
 - Make an appointment with Career Services to ensure your resume is up to date. You can also stop by the Student Success Office in Warf-Pickel, room 201 on Tuesdays and Wednesdays from 10am - 1pm for drop in resume reviews!
-

SEVIER County School System

226 Cedar Street
Sevierville, Tennessee 37862

Stephanie M. Huskey, Superintendent

Phone (865) 453-4671
Fax (865) 774-4562

Certified Employee Job Fair

March 11, 2025

8:00AM - 12:00PM

Please Sign Up:

<https://forms.gle/qrSMz13VMQv8iaU8A>



Sevier County Certified Employee Job Fair

When? March 11, 8:00 A.M.-12:00 P.M.

Where? 226 Cedar Street, Sevierville, TN 37862

Sign up [HERE!](https://forms.gle/qrSMz13VMQv8iaU8A)



Rutherford
County Schools

2025 CAREER FAIR

*Charting Your Career Path: Discovering
Possibilities and Building Your Future*



22 FEBRUARY

OPEN FROM 09:00 TO 11:00AM



STEWARTS CREEK HIGH SCHOOL

301 RED HAWK PKWY SMYRNA, TN 37167



615-893-5812



@RCS_Jobs



www.rcschools.net

Rutherford County Career Fair

When? Saturday, February 22, 8:30-11:00 A.M.

Where? Stewarts Creek High (301 Red Hawk Pkwy Smyrna, TN 37167)

Rutherford County School's is hosting their teacher career fair on Saturday, February 22 from 8:30-11:00 at Stewarts Creek High. This year they are adding a reserved time just for student teachers. From 8:30-9 is a Principal Meet & Greet breakfast. This will provide student-teachers an opportunity to speak with principals prior to us opening our doors to the public.

They currently have \$4000 hiring incentives for hard to staff areas. You can read more about this [HERE](#). New positions are being added to our website each week. You can view a list of our current positions by clicking [HERE](#). It would be helpful to also get a head start on creating your application account by visiting the portal [HERE](#). We hope to see you there!

Representatives are available to discuss positions for teachers, support staff, educational assistants, cafeteria workers, custodians, and becoming a

substitute. Additionally, the following vendors will be on site.

- Advantage xPO Substitutes
- Rutherford Educators Association
- Professional Educators of Tennessee
- Rutherford Chamber of Commerce

Attendees should plan to park in front of the school and enter through the main doors.

Campbell County Schools Career Opportunities

Click [HERE](#) to view a list of current openings!
If you have any questions, please contact Mandy Starrett at (423)-562-8377.

edTPA Newsletter



edTPA January Newsletter: Tips for Filming!

Happy January!

Here are some filming tips for candidates,
mentors, and supervisors. We hope you find
this helpful!

Good luck, candidates!



Candidates



1. Charge camera the night before
2. Practice filming with camera
3. Keep camera in a place where it can be plugged into the wall
4. Only move and unplug camera when you are doing small groups/wanting a specific thing filmed
5. Remember that it will not always go perfectly, but remain calm and remember that you can always go back and film
6. Introduce the camera to the students and explain its purpose
7. Make sure the camera is rolling
8. Save your video in multiple formats (ex: computer, hard drive, and onedrive)

1. Understand that your candidate may be nervous, but continue to reassure them
 - a. Be encouraging!
2. Before filming begins, go over candidate's lessons with them
 - a. Offer tips and tricks
 - b. Continue to reassure them
 - c. You are there to guide them, so if you see some things that may need to be changed so the lesson may flow better, offer advice
 - d. Make sure everything flows
3. Your candidate may ask you to help film, so if this is the case, please ask the candidate to help you with understanding the camera
 - a. Do this before filming so you can feel more comfortable with the camera
4. Instruct students that the candidate will be in charge during the lesson, so refer to the candidate as if they are the main teacher of the classroom

Mentors



IF you have any questions, please reach out to Angela Shelton,
sheltonam1@etsu.edu.

Residency II Key Roles

- **Residency candidates should remember to check their emails daily and respond to emails in a timely manner.**
- Candidates will follow the school district calendar during Residency II NOT the ETSU calendar.
- Daily arrival and departure times should be consistent with your mentor teacher. Sign in/out of the school and log field hours weekly in SL&L by Watermark. Remind your mentor teacher to approve your hours each week.

- Notify your mentor teacher and ETSU supervisor if you are going to be absent or late. **At minimum, send one email copying the appropriate stakeholders** (mentor teacher, ETSU supervisor, and principal/secretary) as soon as possible. **This needs to happen before your school day starts.**
- Attend all events that are required of your mentor teacher (Ex. Faculty meetings, before and after school duties, grade level programs, PTSA, etc.).
- Participate with your mentor teacher in daily planning sessions, PLC's, IEP meetings, data meetings, or collaborative work sessions.
- Actively participating in the classroom with mentor teacher and students. (This is not a time to work on other assignments, check emails, or work on edTPA.)
- Designate a set time each week to meet with your mentor teacher and reflect on strengths and areas of refinement. (Candidate and Mentor Reflective Discussion Summary should be completed and uploaded to SL&L by Watermark a minimum of two times each month to document these meetings.)
- Mentor teachers should complete one Candidate Performance Checklist each month on the candidate's professional dispositions. Mentor teachers and candidates should review the document together and candidates will upload the document to Watermark, SL&L each month.
- Candidates should be teaching or co-teaching regularly in a variety of groupings (whole group, small group, one-on-one) and content areas (if applicable). Residency II is the time for you to get as much teaching experience as possible.
- When candidates are being observed by their ETSU supervisor, lesson plans should be submitted to both the mentor teacher and ETSU supervisor a **minimum of 2 days in advance** so mentor teachers can review the standards and objectives that are being taught.

Student Learning & Licensure by Watermark Requirements

Candidates are responsible for uploading residency candidate performance checklists and mentor and residency reflective discussion summaries.

Candidates should be logging their clinical hours on a daily basis. Your mentor teacher should review and approve these hours at the end of each week. You should also follow the school protocol for signing in and out of the

school each day. **If you will be absent or tardy, you should, at minimum, send one email copying the appropriate stakeholders (mentor teacher, ETSU supervisor, and principal) as soon as possible.**

If any candidate or mentor teacher is having difficulty accessing SL&L by Watermark, please contact the Office of Educator Preparation at edprep@etsu.edu, or Dr. Tami Baker, bakert@etsu.edu, at the ETRC immediately so the issue can be resolved.

Residency II Substitute Teaching Guidelines

During Residency II, candidates are allowed to substitute in two settings, but must follow the guidelines below:

1. In the event a mentor teacher is absent, residency candidates will be paid to substitute for their mentor teacher without restrictions.
2. Residency candidates can substitute in other classrooms within their placement school after their edTPA filming is complete and they have obtained approval from their mentor teacher and ETSU supervisor. Candidates are limited to 5 days of substitute teaching in other classrooms.

For residency candidates to substitute teach in other classrooms during Residency II, they will need to complete the following protocol:

1. Complete the [Candidate to Substitute Agreement](#) which requires approval signatures from their mentor teacher, school principal, ETSU supervisor, and ETSU seminar leader.
2. After the agreement is complete with signatures, the candidate should email the contract to their ETSU supervisor and upload it into Watermark, Student Learning & Licensure.
3. Candidates are responsible for recording dates, locations, subject and/or grade level of their substitute experience on the Watermark time log.

*Candidates may be removed from eligibility for substitute teaching at any time, for any reason or for no reason, by the principal of the school, mentor teacher, and/or ETSU Supervisor, or seminar leader.

**Long-term substituting must receive prior approval through the Office of Educator Preparation.

***When substituting, the candidate is acting as a substitute for the school system rather than as a teacher candidate for ETSU. Candidates will abide by all policies, rules and regulations of the school system while performing the duties of a substitute teacher.

If you have any questions regarding these guidelines and requirements, please contact the Office of Educator Preparation using the contacts below.



Laura Click
*Director of Field
Experiences and
Residency,*
Clemmer College of
Education and Human
Development
clicklm@etsu.edu
(423) 439-4200



Chelsey Mitchell
Placement Coordinator,
Clemmer College of
Education and Human
Development
mitchellcb@etsu.edu
(423) 439-7597



Thomma Grindstaff
*Certification
Coordinator,*
Clemmer College of
Education and Human
Development
grindstt@etsu.edu
(423) 439-7562



Taylor Burkey
*Educator Preparation
Coordinator,*
Clemmer College of
Education and Human
Development
burkeyt@etsu.edu
(423) 439-4256



Angela Shelton
edTPA Coordinator,
Clemmer College of Education and Human Development
sheltonam1@etsu.edu
(423) 794-7977



Cynthia Chambers
Associate Dean of Education Preparation ,
Clemmer College of Education and Human Development
chamberc@etsu.edu
(423) 439-7586

Clemmer College of Education and Human Development
Office of Educator Preparation
Warf Pickel Hall, Room 305
edprep@etsu.edu



Clemmer College | 321 Warf-Pickel Hall P.O. Box 70685 | Johnson City, TN 37601 US

[Unsubscribe](#) | [Update Profile](#) | [Our Privacy Policy](#) | [Constant Contact Data Notice](#)



Try email marketing for free today!