

Starting A University-based K-12 Educational Program for Homeschooling Families

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Sample Group Rotation and Expectations

This set-up uses a 7 group format, with each group consisting of 2-3 pre-service teaching students. This chart shows students when, what, and where they are teaching.

Date	Gym A (Pre-K-1 st)	
	Group	Theme
2/6	Groups 3-7	Dribbling, throwing, or catching
2/13	Groups 4-7, and 1	Implements (Hula-hoops, bean bags, parachute, etc..)
2/20	Groups 5-7, and 1-2	Locomotor/ non locomotor
3/6	Groups 6-7, and 1-3	Dribbling, throwing, or catching
3/13	Group 7, and 1-4	Gymnastic: Stunts and balances
3/27	Group 1-5	Gymnastic: Rolls, beams, and trampolines
4/10	Group 2-6	Gymnastic: dances, rhythm

Date	Gym B (Grades 4-5)	
	Group	Theme
2/6	Group 1 teach Group 2(video / observe)	Lead-up games
2/13	Group 2 teach Group 3(video / observe)	Lifetime (roller blade, bowling, etc...)
2/20	Group 3 teach Group 4 (video / observe)	Fitness circuit, Wii gaming
3/6	Group 4 teach Group 5 (video / observe)	Cooperative Games
3/13	Group 5 teach Group 6 (video / observe)	Team sports
3/27	Group 6 teach Group 7(video / observe)	Striking/kicking (use any sport/activity)
4/10	Group 7 teach Group 1 (video / observe)	Aerobics/ Core Activities

Expectations for 1:00pm-2:00pm Teaching Groups

- Arrive at least 10 minutes early
- Dress professionally (polos and khaki pants)
- **No loitering.** Do not stand around the gym “hanging out” with each other. This looks unprofessional and distracts from the lesson. Everyone has an assigned job.
- Students always travel as a group, never allow children to leave your assigned area:
 - By themselves
 - With an adult who does not present a security badge for that child’s family
 - One-on-one with staff. (Rule’s of 3).

Job Duties:

- **When you are teaching** (both Gym A & B), end lesson at 1:45 and start cleaning up.

- **When you are teaching in Gym A,**
 - Group member 1: pre-K escorts (groups green, blue, red) walk pre-K children to room 111.
 - Group member 2: line up K-1st graders into two lines (boys and girls) and walk to appropriate locker rooms with K-1 clipboards. When all the children are dressed from the pool have them line up at the locker room door. When ALL children are dressed (give a thorough visual sweep), escort the children to the appropriate gym (2-3rd grade to gym A; 6-12th grade to gym B) as a group. **If you cannot stay, never just leave. You must pass the clipboard off to another staff prior to leaving.**
 - Group member 3: clean up your station's equipment.

- **When you are observing in Gym B,** at 1:45pm, line up and transition students to appropriate locker room as a group.

Expectations for 2:00pm-3:00pm Teaching Groups

- Arrive at least 10 minutes early
Dress professionally (polos and khaki pants)
- **No loitering.** Do not stand around the gym “hanging out” with each other. This looks shabby and distracts from the lesson. Everyone has an assigned job.
- Students always travel as a group, never allow children to leave your assigned area:
 - By themselves
 - With an adult who does not present a security badge for that child's family
 - One-on-one with staff. (Rule's of 3).

Job Duties:

- **When you are teaching** (both Gym A & B), end lesson at 2:45pm and start cleaning up.
- **When you are observing in Gym A,** report to the appropriate **locker room** at 2:45pm and monitor the children. When children are dressed have them line up at the locker room door. When ALL children are dressed (give a thorough visual sweep), escort the children to Gym A as a group with the appropriate class list clipboard.
- **When you are observing in Gym B,** at 2:45pm, line up and transition students to Gym A as a group appropriate class list clipboard.
- **When you are working in the Pre-K room** (111-off of Gym A), start cleaning up, stay in room until parents come to the door to pick up their children. AFTER all the children are picked-up from the room, set all of the tables and chairs back up according to the room set-up sheet posted at the front of the room.

Packets Provided to Families Each Year

IUP Homeschool Physical Education Program (HPEP)

Procedures and Schedule

Family Packet

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Dates and Times

Spring 2014

The seven Spring 2014 dates include:

- Thursday, February 6, 13, 20
- Thursday, March 6, 13, 27
- Thursday, April 10

Times are from **1:00–3:00 p.m.**

Location of Grade Groups

Times	Pre-K	K-1 st	2-3 rd	4-5 th	6-12 th
1-2pm	Gym A	Gym A	Pool	Gym B	Pool
2-3pm	Room 111 (in gym A)	Pool	Gym A	Pool	Gym B

What to Bring

Physical Education Class

Make sure your child is dressed for physical activity (shorts, t-shirt, sneakers, etc.). Please: no flip flops, boots, loose jewelry, or any other item that may be broken or may cause injury.

Swim Lessons

Make sure your child has appropriate swim attire (swim shorts, one-piece bathing suit, etc.), and towel to dry off with. If your child needs nose or ear plugs, please bring those as well.

Parent Fitness

Be dressed for physical activity. You will have access to the Jim Mills Fitness Center on the second floor of Zink Hall. You must sign a **membership waiver** if you want to use the fitness center. The form will be available at the sign in table outside of Gym A. If you wish to walk on the track behind Zink Hall, you must sign the sheet with a cell number where we will be able to contact you in the event of an emergency.

Childcare Center (ages 2-5)

Make sure your child is dressed in comfortable clothes and shoes. They will be working on fine and gross motor skills and engaging in small-group play.

Procedures and Schedule

PRE-K GROUP

12:45- 1:00pm	Students arrive and report to Room 111 in Gym A. Parents must sign in and drop off their Pre-K child(ren) in at the room 111, and not in the hallway like the K-12 children.
1:00- 1:45pm	After the older groups are transitioned out of Gym A, the Pre-K group will come out to Gym A for physical activity lessons.
1:45pm	Students are escorted back to Room 111.
1:45- 2:45pm	Students engage in classroom activities and snack. <ul style="list-style-type: none">○ Drink and Snack○ Games and activities○ Dances and active stories
2:45- 3:00pm	Parents may pick their child up from room 111. The door is kept locked for safety, so knock and the staff will ask to see your family badge and then you may sign your child out on the clipboard.

Procedures and Schedule

K-1 GRADE GROUP

12:45- 1:00pm	Students arrive and report to Gym A.
1:00- 1:45pm	Students engage in daily lesson plan in Gym A.
1:45- 2:00pm	Students are escorted to appropriate locker rooms.
2:00- 2:45pm	Students engage in WSI Swim Lessons.
2:45- 3:00pm	<p>Students report to locker room, get dressed, and are escorted back to gym A.</p> <p>To limit the congestion at the entrance to Gym A, please do not stand outside at the entrance to wait for your children. We will have staff inside the gym where you will present your badges and sign your children out. As soon as you have all of your children, go the identified staff members and they will sign you out. Once you are checked out, please remember to put your name tags back in your family's envelope before you leave the building.</p>

Procedures and Schedule

2-3rd GRADE GROUP

12:45- 1:00pm	Students arrive and report to Gym A. <ul style="list-style-type: none">○ By 1:05pm, the group is escorted to the appropriate locker rooms for swim lessons.
1:10- 2:00pm	Students engage in WSI Swim Lessons.
1:45- 2:00pm	Students report to locker room, get dressed, and are escorted to Gym A.
2:00- 2:45pm	Students engage in daily lesson plan.
2:45- 3:00pm	Students depart with parents. To limit the congestion at the entrance to Gym A, please do not stand outside at the entrance to wait for your children. We will have staff inside the gym where you will present your badges and sign your children out. As soon as you have all of your children, go to the identified staff members and they will sign you out. Once you are checked out, please remember to put your name tags back in your family's envelope before you leave the building.

Procedures and Schedule

4-5th GRADE GROUP

12:45- 1:00pm	Students arrive and report to Gym A. <ul style="list-style-type: none">○ By 1:05pm, the group is escorted to gym B.
1:00- 1:45pm	Students engage in daily lesson plan in Gym B.
1:45- 2:00pm	Students are escorted to appropriate locker rooms from Gym B.
2:00- 2:45pm	Students engage in WSI Swim Lessons.
2:45- 3:00pm	Students report to locker room, get dressed, and are escorted back to gym A. To limit the congestion at the entrance to Gym A, please do not stand outside at the entrance to wait for your children. We will have staff inside the gym where you will present your badges and sign your children out. As soon as you have all of your children, go the identified staff members and they will sign you out. Once you are checked out, please remember to put your name tags back in your family's envelope before you leave the building.

Procedures and Schedule

6-12th GRADE GROUP

12:45- 1:00pm	Students arrive and report to Gym A. <ul style="list-style-type: none">○ By 1:05pm, the group is escorted to the appropriate locker rooms for swim lessons.
1:10- 2:00pm	Students engage in WSI Swim Lessons.
1:45- 2:00pm	Students report to locker room, get dressed, and are escorted to Gym B.
2:00- 2:45pm	Students engage in daily lesson plan.
2:45- 3:00pm	Students depart with parents. To limit the congestion at the entrance to Gym A, please do not stand outside at the entrance to wait for your children. We will have staff inside the gym where you will present your badges and sign your children out. As soon as you have all of your children, go to the identified staff members and they will sign you out. Once you are checked out, please remember to put your name tags back in your family's envelope before you leave the building.

Grading Rubric for Teaching Reflection Assignment

Teaching Reflection Assignment

Students will write a reflection of their teaching experiences based on multiple sources of information including:

- 1) **Peer Observation**- each student will be observed by another student in the class while teaching homeschool children. The observer will complete a teaching observation form in order to provide feedback to the student.
- 2) **Video Recording**- Each student will be videotaped during their teaching session. They will view the recording and critique themselves as a self-reflection.
- 3) **Log Book**- each student will keep a log book to document their teaching experience as they work with the homeschool children. They will then use the log book entries to reflect on the experience.

Requirements

The reflective paper must be between 4-5 double-spaced pages, 12-point font Times New Roman, and include the following **FOUR** headings.

Peer Observation

- Summarize the peer feedback that you received during each of your lessons.
- Make sure you discuss if you agree or disagree and elaborate on your response.

Video Recording

- Critique yourself after watching your teaching video.
- Discuss any habits that you “catch” yourself doing, your organization, voice projection, interaction with the students, etc...

Log Book

- Summarize your log entries and discuss any trends you find between log entries.

Professional Growth

- Summarize your overall experience in teaching and lesson planning.
- Demonstrate growth as an educator that you learned throughout your experience.

Value: 60 Points

The reflection is worth 55 points and is due on D2L by the last class session of the semester. The paper should be free from grammatical and formatting errors.

The log book is worth 5 points and is due on D2L by the last class session of the semester. There must be entries for every homeschool experience (7).

Teaching Reflection Response Grading Rubric

	Unacceptable (0-1 points)	Acceptable (3 points)	Target (5 points)
Introduction And Conclusion	Paper is lacking a clear introduction and conclusion and/or an introduction and conclusion are not present in the paper.	Paper contains an introduction, but does not provide a strong summary of the paper. Paper contains a conclusion but does not fully address the main points of the paper.	Paper contains a clear introduction sets the scene for the rest of the paper. Paper contains a clear conclusion summarizing the main points of the paper.
	Unacceptable (7 points and below)	Acceptable (8 points – 11 points)	Target (12 points – 15 points)
Peer Observation	Feedback received during one of your lessons is missing from the paper and/or incomplete. Personal thoughts and/or elaboration on those thoughts are missing.	-Only summarizes the feedback received during one of your lessons (peer teaching and homeschool) and/or only from the instructor or peers. -Personal thoughts about feedback are incomplete and/or elaboration on those thoughts is not clearly evident.	Summarizes the feedback received during each of your lessons (peer teaching and homeschool) from both the instructor and peers. Discusses personal thoughts about feedback and elaborates on those thoughts.
Video Recording	Teaching critique is missing from paper and/or is incomplete.	Teaching critique is lacking from paper and/or missing identified habits (saying ‘you guys’, etc...), organization skills, voice projection, interaction with the students, etc...	-Thoroughly critiques teaching characteristics from teaching video. -Thoroughly discusses habits (saying ‘you guys’, etc...), organization skills, voice projection, interaction with the students, etc...
Professional Growth and Log Book	Log entry is missing or incomplete and/or professional growth discussion does not identify growth in teaching or lesson planning.	Log entry summary is lacking identified trends and growth and/or professional growth discussion lacks evidence in growth in teaching or lesson planning.	-Log entries are summarized in a manner that identifies trends and growth over the 7-week period. -Overall experience in teaching and lesson planning is thoroughly discussed in a manner that demonstrates growth as an educator.
	Unacceptable (2 points and below)	Acceptable (3 points – 4 points)	Target (5 points)
Spelling, Grammar, Format, And Organization	3 or more spelling and/or grammatical errors in paper. Paper not organized and not formatted correctly as required (headings, margins, font size, spacing).	1-2 spelling and/or grammatical errors in paper. Paper organized, but lacking some of the requirements (headings, margins, font size, spacing).	No spelling or grammatical errors present in paper Overall, paper well-organized and formatted properly (required headings, margins, font size, spacing).

Points: _____ out of 55
(7) Log Entries Submitted (5 points)

Total Points: _____ out of 60