



Course Description

EDG2311 | Substitute Training | 1.00 credit

Provides students with the necessary knowledge, skills, and dispositions to successfully serve as temporary instructors for the Miami-Dade County Public School (M-DCPS) Board. The course provides best practices in classroom management and effective teaching strategies; key items of M-DCPS Board policy and Florida statutes; and the Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida.

Course Competencies

Competency 1: The student will demonstrate knowledge of Miami-Dade County policies and procedures and the consequences for non-compliance by identifying policies and prudent employee actions that:

1. Relate to student and employee safety and security
2. Provide for legal use of the internet, district property, buildings and grounds
3. Relate to employee conduct on and off school board property while on duty
4. Relate to student conduct, and requirements for reporting misconduct to the proper authorities

Competency 2: The student will demonstrate knowledge of the nature and needs of Exceptional Student Education (ESE) students by identifying:

1. The areas of ESE and several appropriate accommodations for each
2. The similarities/differences among inclusion classes, pullout classes, and resource classes
3. Effective strategies for one-on-one/small group instruction.

Competency 3: The student will demonstrate knowledge of principles of strategies to create and sustain a safe, supportive learning environment by:

1. Identifying strategies to involve students in establishing rules and standards for behavior that create a safe learning environment
2. Developing an introductory script for use in meeting a new class which includes high expectations, positive recognition of student achievement and conduct, safe learning environment, and mutual respect
3. Developing a repertoire of effective methods of handling difficult classroom situations
4. Identifying strategies to involve students in establishing rules and standards for behavior that create a safe learning environment

Competency 4: The students will demonstrate knowledge of and its application in the teaching and learning process by:

1. Developing a lesson plan for a 5 minute mini-teach which includes, but may not be limited to: learning objectives, content outline, procedures, anticipatory set, teaching strategies, assessment
2. Demonstrating a 5 minute mini-teach, using one or more of the following strategies: kwl, concept mapping, t-chart, venn diagram
3. Demonstrating age-appropriate interactive strategies, and effective use of instructional time
4. Selecting appropriate strategies for the absent teacher's plans keyed to the MDCPS Sunshine State Standards (SSS) and/or Core Curriculum Standards

Competency 5: The student will demonstrate an understanding of the Florida Code of Ethics and Principles of Professional Conduct by:

1. Developing a list of 10-15 "Wise Practices for Temporary Instructors" which are based on professional responsibilities to the student, the public and the profession

Learning Outcomes

- Communicate effectively using listening, speaking, reading, and writing skills
- Solve problems using critical and creative thinking and scientific reasoning