



To: Cohort One Residents

From: Niki Fayne

Date: September 4, 2020

Welcome to Newsletter #8. I wish you all the best as you begin a long holiday weekend. I know that we face many challenges ahead. Please rest up for what may feel like a roller coaster ride throughout fall semester. Hang on tight. We are here to ensure that you make it through Phase One of the Residency.

**Getting Ready for the School Year to Begin:**

Staff return on 9/8

Teachers return on 9/10 (

Students will log on for remote learning for 3 days starting 9/16

Blending in-person learning will start on 9/21

This week's Zoom conferences with your host teacher and Alderson went very well. Detailed reports on the conversations have been sent to your Lehman faculty liaison (see list below):

Amalgamated Nursery School and AmPark Elementary School: Kym Vanderbilt

Celia Cruz High School: Rosa Rivera-McCutcheon

DeWitt Clinton High School: Kim Kawecki

Samara Community School: Cecilia Espinosa

**Accountability Measures:** There will be two forms of accountability during Phase One of the Residency (September, 2020- January 2021).

- Time Sheets: You will report your hours of participation on a weekly basis on a Google Doc time sheet prepared specifically for this purpose. The information will be recorded by Gail Gray and used as documentation for issuing monthly living wage stipends.
- Taskstream ePortfolio: As noted in the LUTE STEM Handbook (Phase One) there are a number of required submissions organized by month. In the original handbook, we mentioned a documentation file. To streamline the collection process, we are giving each of you, who do not already have one, free subscription to Taskstream (a web-based, ePortfolio system). Since you will be required to use Taskstream during spring semester student teaching, you will benefit both from the free subscription and the navigation

practice. I have two scheduled Open Office Hours meetings (September 4th and September 10th at 7:00 p.m.) to walk you through the requirements. If you cannot make either meeting, please let me know. I will schedule an individual meeting for anyone who needs one.

If you do not already have a Taskstream account, you need to sign up for your account online at <https://login.taskstream.com/signon/> Click on Create Account. When you get to Step One-Activate Subscription, you will select Option 2 and provide the following non-transferable code (Please do not share since there are limited subscriptions per code): **LEHMY7-XPP8WT**. You will find an *Activating Your Account* user guide attached to this email that provides step by step instructions. If you run into trouble, Taskstream has a very good help line: 800-311-5656

Once you are in the system, I will assign you to the LUTE STEM Phase One Directed Response Folio (DRF). I plan to enroll everyone by **September 18<sup>th</sup>** so make sure that you have signed up for an account before that date. The *Quick Start Guide for Users* is attached to this email; I recommend that you download it and retain it for future reference. Below is a chart that provides an overview of requirements:

Requirement	Timeline
1. One Teach-One Observe (Co-Teaching Variation 1) Template	September-October
2. One Teach-One Assist (Co-Teaching Variation 2) Template	September-October
3. Differentiation (Co-Teaching Variation 3) Template	September-October
4. Supplementary Instruction (Co-Teaching Variation 4) Template	September-October
5. Intervisitation Summary	October
6. Intervisitation Summary	November
7. Lesson Sequence	November-December
8. Video Self-Reflection	November-December
9. Intervisitation Summary	December
10. Intervisitation Summary	January

One important change in ePortfolio requirements is a shift from face-to-face to virtual intervisitations. Your first uploaded virtual intervisitation (or alternate assignment provided by your Lehman faculty member) is scheduled for October. To prepare for this assignment, I am recommending that you find a videotaped teaching episode from the [Massachusetts Department of Education video library](#) and practice writing up a virtual intervisitation in September. Focus on specific examples of practices that impress you, describe the example, and provide a time stamp. Feel free to send me a copy of your write-up via email (with a link to the specific video). I will be happy to give you pointers on how to accomplish this type of assignment.

**Relationships Matter:** Watch this [Ted Talk](#) for Inspiration. Then, watch this [YouTube video](#) to understand the neuroscience that undergirds the importance of relationships.