




		Monday	Tuesday	Wednesday	Thursday	Friday			
AUGUST		<p>Fall '17 Interns should be working on letter of introduction prior to Orientation.</p> <p>Interns should email introductory letters to University Supervisors by August 9th for corrective feedback and/or approval.</p>		9	10	<p>Starkville Orientation 9:00 a.m. Simrall 100</p>	11	<p>Classroom Management/Seminar for Local Students Distance are invited but not required to attend</p>	
		14	15	16	17	18	<p><u>Weekly Plans</u> Give paper copy to CMT and submit a copy in Taskstream for University Supervisor EACH WEEK</p>	1 st PL Week 1	
		21	22	23	24	25	<p>CMTs should be registered in Taskstream and complete the Confirmation form in Taskstream</p>	1 st PL Week 2	
		Monday	Tuesday	Wednesday	Thursday	Friday			
SEPTEMBER		28	29	30	31	1	<p>Observation Assignments I & II DUE</p>	1 st PL Week 3	
		4	5	6	7	8	<p>AMIE DEAN WORKSHOP REQUIRED FOR ALL LOCAL AND MERIDIAN INTERNS BOST NORTH AUDITORIUM 8:00-4:00</p>	1 st PL Week 4	
		11	12	13	14	15		1 st PL Week 5	
		18	19	20	21	22	<p>Last day to send resumes to Mr. Daniel Morgan for Interview Day dmorgan@career.msstate.edu</p>	1 st PL Week 6	
		25	26	27	28	29	<p>Summative Assessments should be entered in Taskstream</p>	1 st PL Week 7	
		Monday	Tuesday	Wednesday	Thursday	Friday			

OCTOBER	2	3 Differentiated Instruction Assignment Due	4 Summative Assmts., Dispositions & CAPA, should be entered in Taskstream	5 Observation III Assignment Due	6 LAST DAY IN 1ST PLACEMENT Tardies and absences entered in Taskstream	1st PL Week 8
	9 BEGINNING OF 2ND PLACEMENT	10 If assigned two placements: Submit Introduction letter to University Supervisor via email.	11 Continue submitting weekly plans to CMT and University Supervisor	12	13 *Apply for Dec. 2017 degree Aug. 22-Oct.13	2nd PL Week 1 (9)
	16	17	18	19	20	2nd PL Week 2 (10)
	23 Begin Formative Assessments	24 Starkville Education Interview Day Required for all MS placements	25	26	27	2nd PL Week 3 (11)
	Monday	Tuesday	Wednesday	Thursday	Friday	
NOVEMBER	30	31	1	2	3 Formative Assessments should be entered in Taskstream	2nd PL Week 4 (12)
	6	7	8	9 Family Involvement Assignment DUE	10	2nd PL Week 5 (13)
	13 Begin Summative Assessments	14	15	16	17 Impact on Student Learning assignment DUE	2nd PL Week 6 (14)
	NOVEMBER 20 – 24 THANKSGIVING BREAK (Interns follow school district schedule for days off this week.)					
	Monday	Tuesday	Wednesday	Thursday	Friday	
DECEMBER	27	28	29 Interns complete disposition self-assessment, exit surveys, end-of-placement evaluations, and other necessary forms by December 1 st .	30	1 Summative Assmts., Dispositions, CAPA, Absences & Tardies should be entered in Taskstream	2nd PL Week 7 (15)
	4 Final Grades due by 12 noon.	5	6 LAST DAY IN 2ND PLACEMENT	7 Starkville Wrap Up Day Bost Ext. Center Theater 9:00 a.m.	8  MSU Graduation	2nd PL Week 8 (16)

IMPORTANT:

Aug. 22 – Oct. 13
Oct. 14 – Nov. 29

All December 2017 graduating interns **MUST** apply online for degree via myState - \$50 fee
Apply for graduation with a \$100 late fee + \$50 graduation fee