

We're All Playing for the Same Team: Winning Strategies for Effective, Collaborative, Co-teaching in an Integrated Classroom

Course Policies

- ❖ **Enrollment in the course**
 - ***This course is for general education and special education teachers whose current assignment is co-teaching in an integrated classroom. Both partners must register for the course in order to participate. There will be no exceptions.***
 - While it will be necessary for co-teaching partners to establish common time to work together on some assignments, it will not be necessary for each to log onto the course at the same time.
 - Each individual participant is responsible for logging onto the course the required number of times (see Attendance), and for completing all assignments. The expectation for partner assignments, as in co-teaching itself, is that **both** individuals contribute relatively equal portions and that they take **joint responsibility** for completing and posting these assignments.
 - Each assignment will have a clear indication of whether it is to be completed individually, or with the co-teaching partner.
- ❖ **Attendance**
 - Attendance is evidenced through active participation in the course. You are expected to log onto the course a **minimum of three days per week** to view and post assignments, post questions or comments to other participants, and review peer postings.
- ❖ **Due Dates**
 - All assignments must be submitted by 11:59:59pm of the due date. Late postings show a lack of respect for all members of the group, as the welfare of the community of learners is largely dependent on timely completion of assignments for effective collegiality.
 - Late assignments will lose seat time equivalence.
- ❖ **Academic integrity & honesty**
 - All posted work must be original or contain appropriate citations.
 - Plagiarism is a serious offense and will **not** be tolerated. Participants who plagiarize will not be recommended for in-service credit.
- ❖ **Class behavior**
 - All participants must observe appropriate "netiquette" and all postings and interactions with other participants should reflect a high level of professional integrity and respect. See "Online Etiquette" at www.onlinenetiquette.com.
 - Students will be expected to collaborate and provide positive support for their partners and for fellow classmates. Care should be taken to avoid comments that could be perceived as argumentative or inflammatory.

- All critiques of each others' work must be made with respect and regard to providing honest and constructive feedback. Online learners must be willing to accept constructive criticism graciously.
- Postings should be related to the assigned material.
- ❖ **Evaluation**
 - Assignments will be evaluated based on their quality and timeliness. In order to be recommended for full in-service credit, work must be completed and posted on time.
- ❖ **Recommendation for in-service credit**
 - Recommendation for in-service credit will be made by the instructor at the end of the course, and will be directly associated with outcomes of the course, including course participation, and the completion and timeliness of assignments.
- ❖ **Technical Difficulties**
 - Participants should contact the instructor immediately upon discovery of any technical difficulties that occur during the course.