Dear Teachers and Principals:

Thank you for participating in the UTeach Outreach Science Education Program. The following information is intended to inform you of our program and plans for lesson topics this semester. If you have any questions, please feel free to contact us any time or visit our web site.

Respectfully,

Laurie Jack & Mary Miller

UTeach Outreach Initiatives
The University of Texas - Austin
Tel. (512) 471-4992
Fax (512) 232-1491
Email: UTeach.Outreach@austin.utexas.edu
Website: http://outreach.uteach.org/
Frequently Asked Questions

1. What is UTeach Outreach?
UTeach Outreach began in 1993 and is run through the College of Natural Sciences at the University of Texas at Austin. Through our program undergraduates volunteer to teach TEKS and CRM-based hands-on science labs to kids grades 2-6. Our students will come to your classroom one day per week, for 50 minutes, for 7 weeks during the semester. We provide the lesson plans and all of the teaching materials to cover a range of science fields including physics, chemistry, biology and earth science. UT students receive credit for participating in this program.

2. What is the difference between UTeach and UTeach Outreach?
UTeach is part of a secondary teacher certification program at UT Austin run through the College of Natural Sciences and the College of Education. UTeach Outreach (the program referred to here) is a free science education outreach program also run through UTeach/College of Natural Sciences. Despite the similarity in name, the two programs are distinct from one another. UTeach Outreach students do receive credit for this course, but are usually not part of a teacher certification program. Host teachers do not receive financial compensation for taking part in UTeach Outreach.

3. What can I, as a host teacher, expect from my student volunteers?
While your student volunteers may not have any previous experience in teaching children, you can expect them to conduct themselves in a professional manner.

Outreach volunteers should:
1. Arrive on time
2. Be fully prepared to teach their lessons
3. Be appropriately dressed
4. Be enthusiastic toward the lesson and the children
5. Show respect for you as host teacher

4. What are some limitations the student volunteers might have?
While many of our students have some type of experience with children, many have never taught in a classroom setting and are not used to working with larger groups.

5. What are my responsibilities as host teacher?
1. We kindly ask that you as host teacher, stay in the room at all times during the lesson and help control the atmosphere if and when the children become too energetic. Please be actively involved with your students. You should participate by joining a table of kids, checking for understanding or wandering from table to table. It is a great opportunity to have three adults in the room teaching.
2. In addition, we ask that host teachers help our volunteers tailor the lessons we provide to fit the needs of a given child or classroom.
3. Each week and once at the end of the semester you will be asked to fill out short evaluation form on each of your two volunteers. The evaluation form is included in this packet.

6. My students are bilingual/largely Spanish speaking? What can UTeach Outreach do in this situation?
We try our best to match Spanish speakers with bilingual classrooms, but generally we rely on our host teachers or the classroom children to help translate. Also, much of our material is hands on and can be partially understood from a visual perspective. Many of our experienced Bilingual teachers’ team helps teach the lesson along with the English speaking Outreach teachers.

7. There is so much stress on fulfilling the TEKS requirements and my lessons may not always match the CRM’s. How that might be addressed?
With a continuing focus on supporting students and teachers, UTeach Outreach lessons are based directly on the Texas Essential Knowledge and Skills (TEKS) requirements and the Curriculum Road Maps (CRMs). Due to the structure of our program, that of the AISD materials distribution and individual class pace, we cannot guarantee that our curriculum will coincide chronologically with that of your specific classroom. Please refer to the lesson plan list attached to this packet for your topics and dates. As you will notice the general topics and objectives support the TEKS and chronologically match the CRM topics by week. The Section Leader for your volunteers will provide you with the weekly lesson plan by e-mail up to one week prior to each visit. You can use this to complete your lesson plans for the following week.

8. What if I need to reschedule a teaching day?
We certainly understand the need to reschedule a teaching time due to an emergency, although strict elementary and university schedules often make that difficult. We ask that you do your best to choose one time during the week that works well for both you and your volunteer teachers to keep rescheduling to a minimum.
Weekly Teacher Evaluations

Outreach Student 1: ___________________ Team #: _____ Host Teacher: ____________________________

Date: ________________________________ Time In: ________________ Time Out: ________________

Title of Lesson/Lesson #: ________________________________ School: ___________________________

Please mark the form below to help you Outreach Student improve so they may better serve your students. Your feedback is valuable to us. Thank you.

1 = strongly disagree   2 = disagree   3 = n/a   4 = agree   5 = strongly agree

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Ways to improve the lesson or general comments:

Must be turned in each week in your UT Section.

Weekly Teacher Evaluations

Outreach Student 2: ___________________ Team #: _____ Host Teacher: ____________________________

Date: ________________________________ Time In: ________________ Time Out: ________________

Title of Lesson/Lesson #: ________________________________ School: ___________________________

Please mark the form below to help you Outreach Student improve so they may better serve your students. Your feedback is valuable to us. Thank you.

1 = strongly disagree   2 = disagree   3 = n/a   4 = agree   5 = strongly agree

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Ways to improve the lesson or general comments:

Must be turned in each week in your UT Section.
UTeach Outreach Final Teacher Evaluation:

Please fill out one evaluation for each Outreach student. Enclose individually in an envelope with your signature across the seal before returning to student.

Your Name: ______________________  School: ________________  Grade Level: _____

Class Phone # ________________  Years in Outreach Program: _____

Outreach Student’s First and Last Name: ________________________________

I. Attendance and Punctuality:

1. Please note the number of classes taught by the student this semester.

2. Did you need to reschedule any teaching times? How many?

3. If the student missed a class, was it an excused absence that they notified you about ahead of time? Did they reschedule?

4. Was the student on time each week? If not, please elaborate.

5. Was your Outreach student dressed according to AISD dress code?

Total points you recommend for this page: _____ out of 7.5  (6-7.5=A)  (4-5.5=B)  (2-3.5=C)

CONTINUE ON OTHER SIDE.......
II. Teaching:

1. Was the student familiar with the information presented the lessons?

2. Was the student prepared to demonstrate and explain experiments?

3. Was the student willing and able to answer questions about the lessons?

4. Did the student seem to enjoy the experience?

5. Was the student respectful of the children in the class?

6. Was the student respectful of you?

7. Did your students enjoy the class experience?

8. Did you enjoy the experience?

10. What was your favorite lesson this semester?

Optional: Would you like to give us a quote about your experience to post on our website? If so, add it here.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Total points you recommend for this page: _____ out of 7.5  (6-7.5=A)  (4.5-5.5=B)  (2.5-3.5=C)

Place in an individual sealed envelope and sign across the seal.  Thank you for all you do.