**THE UNIVERSITY OF TEXAS AT AUSTIN**

**School of Information**

**Proposal for INF 388R: SCHOOL LIBRARY PRACTICUM**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ UT EID: \_\_\_\_\_\_\_\_\_\_\_**

**INF 388R Unique Number: \_\_\_\_\_\_\_\_\_\_\_ Semester: \_\_\_\_\_\_\_\_\_\_\_**

**INF 181E Unique Number\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***\*If completing new core (INF 380C, INF 380E, INF 397C), you must be registered concurrently for INF 181E: Electronic Portfolio.***

**The Practicum Course Instructor must receive this form no later than the last day of pre-registration in the semester immediately preceding the practicum.**

**STUDENT EMAIL ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ESTIMATED GRADUATION DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TEA ID NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Do You Have a Valid Texas Teaching certificate (Please circle): Yes or No**

**Teaching Certificate Area:**

**Level at Which Practice Work is Preferred (Please circle):**

**Elementary Middle Senior**

**Area of town preferred (Please circle):**

**Austin Round Rock Other (Specify):**

**If it would be possible to make such an assignment, do you have any school at which you would prefer to be assigned? Please explain.**

**Is there a school to which you would prefer not to be assigned? Please explain.**

**If you have had any experience in the Austin, Round Rock or San Antonio area schools, please give the name of school(s):**

**Student Teacher:**

**Volunteer:**

**Teacher:**

**Other:**

**Previous Library Experience:**

**Previous Teaching Experience: (District and Grade Level):**

**Please provide copies of your teaching service records.**

Service Record Acknowledgment form

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that I must provide evidence of two years of classroom teaching experience in a public or accredited private school before I can be recommended for certification.

Once I have obtained the two years of classroom teaching experience I will provide The University of Texas at Austin with official service records.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

FERPA Consent to Release Educational Records and Information

**This release represents your written consent to permit The University of Texas at Austin to disclose educational records and any information contained therein to the specific individual(s) identified below. Please read this document carefully and fill in all blanks.**

 I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **[print full name]** am a candidate at **The University of Texas at Austin Educator Preparation Program** and hereby give my voluntary consent to officials:

A. To disclose the following records:

* Records relating to any of my field-based experiences
* Records relating to my performance in the field
* TExES test score results

B. To the following person(s):

* School districts or other agencies associated with field-based experiences
* School-based/Agency-based administrators
* School-based/Agency-based cooperating teachers/mentors
* Program faculty

C. These records are being released for the purpose of:

* Conversing and reviewing performance
* Acquiring feedback
* Procuring required signatures

**I understand that under the Family Educational Rights and Privacy Act of 1974 (“FERPA” 20 USC 123g; 34 CFR §99; commonly known as the “Buckley Amendment”) no disclosure of my records can be made without my written consent unless otherwise provided for in legal statutes and judicial decisions. I also understand that I may revoke this consent at any time (via written request to the educator preparation program) except to the extent that action has already been taken upon this release. Further, without such a release, I am unable to participate in any field-based experiences including 30 clock hours of observation, clinical teaching, student teaching, or internship.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Candidate Date

Candidate TEA ID Number:

Date of Birth:

Student Contact Information:

Email:

Phone Number:

**Educators’ Code of Ethics**

1. **Professional Ethical Conduct, Practices and Performance.**
2. Standard 1.1. The educator shall not intentionally, knowingly, or recklessly engage in deceptive practices regarding official policies of the school district, educational institution, educator preparation program, the Texas Education Agency, or the State Board for Educator Certification (SBEC) and its certification process.
3. Standard 1.2. The educator shall not knowingly misappropriate, divert, or use monies, personnel, property, or equipment committed to his or her charge for personal gain or advantage.
4. Standard 1.3. The educator shall not submit fraudulent requests for reimbursement, expenses, or pay.
5. Standard 1.4. The educator shall not use institutional or professional privileges for personal or partisan advantage.
6. Standard 1.5. The educator shall neither accept nor offer gratuities, gifts, or favors that impair professional judgment or to obtain special advantage. This standard shall not restrict the acceptance of gifts or tokens offered and accepted openly from students, parents of students, or other persons or organizations in recognition or appreciation of service.
7. Standard 1.6. The educator shall not falsify records, or direct or coerce others to do so.
8. Standard 1.7. The educator shall comply with state regulations, written local school board policies, and other state and federal laws.
9. Standard 1.8. The educator shall apply for, accept, offer, or assign a position or a responsibility on the basis of professional qualifications.
10. Standard 1.9. The educator shall not make threats of violence against school district employees, school board members, students, or parents of students.
11. Standard 1.10. The educator shall be of good moral character and be worthy to instruct or supervise the youth of this state.
12. Standard 1.11. The educator shall not intentionally or knowingly misrepresent his or her employment history, criminal history, and/or disciplinary record when applying for subsequent employment.
13. Standard 1.12. The educator shall refrain from the illegal use or distribution of controlled substances and/or abuse of prescription drugs and toxic inhalants.
14. Standard 1.13. The educator shall not consume alcoholic beverages on school property or during school activities when students are present.
15. **Ethical Conduct Toward Professional Colleagues.**
16. Standard 2.1. The educator shall not reveal confidential health or personnel information concerning colleagues unless disclosure serves lawful professional purposes or is required by law.
17. Standard 2.2. The educator shall not harm others by knowingly making false statements about a colleague or the school system.
18. Standard 2.3. The educator shall adhere to written local school board policies and state and federal laws regarding the hiring, evaluation, and dismissal of personnel.
19. Standard 2.4. The educator shall not interfere with a colleague's exercise of political, professional, or citizenship rights and responsibilities.
20. Standard 2.5. The educator shall not discriminate against or coerce a colleague on the basis of race, color, religion, national origin, age, gender, disability, family status, or sexual orientation.
21. Standard 2.6. The educator shall not use coercive means or promise of special treatment in order to influence professional decisions or colleagues.
22. Standard 2.7. The educator shall not retaliate against any individual who has filed a complaint with the SBEC or who provides information for a disciplinary investigation or proceeding under this chapter.

**(3) Ethical Conduct Toward Students.**

1. Standard 3.1. The educator shall not reveal confidential information concerning students unless disclosure serves lawful professional purposes or is required by law.
2. Standard 3.2. The educator shall not intentionally, knowingly, or recklessly treat a student or minor in a manner that adversely affects or endangers the learning, physical health, mental health, or safety of the student or minor.
3. Standard 3.3. The educator shall not intentionally, knowingly, or recklessly misrepresent facts regarding a student.
4. Standard 3.4. The educator shall not exclude a student from participation in a program, deny benefits to a student, or grant an advantage to a student on the basis of race, color, gender, disability, national origin, religion, family status, or sexual orientation.
5. Standard 3.5. The educator shall not intentionally, knowingly, or recklessly engage in physical mistreatment, neglect, or abuse of a student or minor.
6. Standard 3.6. The educator shall not solicit or engage in sexual conduct or a romantic relationship with a student or minor.
7. Standard 3.7. The educator shall not furnish alcohol or illegal/unauthorized drugs to any person under 21 years of age unless the educator is a parent or guardian of that child or knowingly allow any person under 21 years of age unless the educator is a parent or guardian of that child to consume alcohol or illegal/unauthorized drugs in the presence of the educator.
8. Standard 3.8. The educator shall maintain appropriate professional educator-student relationships and boundaries based on a reasonably prudent educator standard.
9. Standard 3.9. The educator shall refrain from inappropriate communication with a student or minor, including, but not limited to, electronic communication such as cell phone, text messaging, email, instant messaging, blogging, or other social network communication. Factors that may be considered in assessing whether the communication is inappropriate include, but are not limited to:
10. the nature, purpose, timing, and amount of the communication;
11. the subject matter of the communication;
12. whether the communication was made openly or the educator attempted to conceal the communication;
13. whether the communication could be reasonably interpreted as soliciting sexual contact or a romantic relationship;
14. whether the communication was sexually explicit; and
15. whether the communication involved discussion(s) of the physical or sexual attractiveness or the sexual history, activities, preferences, or fantasies of either the educator or the student.

Acknowledgement

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read and understood the Educators’ Code of Ethics and agree to abide by them.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date