Initial Program Review
PRELIMINARY MULTIPLE/SINGLE SUBJECT PRECONDITIONS with Intern Feedback

Institution	Riverside County Office of Education
Submission Link	Riverside COE's Preliminary Multiple Subject Intern IPR Proposal Website Link
Date of Review	June 2023
Dates of Subsequent Reviews	<Insert Review Month/Year>, <Insert Review Month/Year>

Reviewer Instructions:

Use the column labeled *Reviewer Comments* to provide feedback to the institution.

- If the Precondition **is met**, feedback is not required. Use the drop-down menu in the column labeled *Met* to select ***Yes***.
- If the Precondition **is not met**, provide specific feedback, and identify the part(s) of the Precondition that is not met. Then, use the drop-down menu in the column labeled *Met* to select ***More Information Needed***.

Institution Instructions:

- Amend the original submission in an easily identifiable manner such as using **bold** and highlighting/ different colored text, and identifying the response to feedback (i.e., "Response to First Review," "Response to Second Review, etc.").
- Any accompanying narrative provided in response to feedback should be noted on the original proposal and not on this form.
- If the Precondition is met, no additional information is necessary.

Initial Program Preconditions

Precondition	Reviewer Comments	Met
1. Demonstration of Need	**First Review:** Provide letters from one or more districts that affirm a hiring need for individuals with the planned credential(s). Also, although the response to this precondition noted that the survey of multiple school districts revealed a critical need for teachers with the largest number of anticipated openings occurring in the multiple subject credential area, the actual survey results themselves showed that Education Specialist teachers were of the highest need followed by Single Subject: Science. Please explain the discrepancy between the data and the narrative. Updated Preconditions Response	More information needed
2. Collaboration in Program Design and Implementation	**First Review:** It is difficult to view the "CTP Educational Partner Contact List" provided as one of the pieces of evidence to this Precondition as Column D: Title cannot be expanded. Meeting agendas and minutes for program design meetings do not indicate who was present or what their role was in the program design. Unable to find evidence of collaboration between institutions of higher education, employers of credentialed educators, and TK-12 practitioners in the design of the program. Unable to find verification that the partners will share authority and responsibility for the implementation and continuous improvement of the proposed educator preparation program as negotiated in the partnership agreement Updated Precondition Response	More information needed

Precondition	Reviewer Comments	Met

Program Specific Preconditions - Preliminary Multiple/Single Subject

Precondition	Reviewer Comments	Met
1. Limitation on Program Length	**First Review:** The evidence provided links to the "Period of Validity" section excerpted from the handbook does not address this Precondition. Period of Validity is specific to Intern Precondition #9. Updated handbook Link	More information needed
2. Limitation on Student Teaching Prerequisites	**First Review:** N/A	N/A
3. English Language Skills	**First Review:** For institutions working on an Initial Institutional Approval (IIA) or Initial Program Review (IPR) program proposal: Information on this precondition will be included in the submission for Program Standard 7 and TPE 7. No further evidence is required.	N/A
4. Undergraduate Student Enrollment	**First Review:** N/A	N/A

Precondition	Reviewer Comments	Met
5. Assessing Candidates for Subject Matter Competence	**First Review:** Although reviewers see that the subject matter competence options are shared with candidates during the Advisement Meeting, what authentic candidate materials will candidates have access to that list the SMC options? The "eligibility criteria" section excerpted from the intern handbook only states "completion of subject matter competence." Also, provide evidence of the process the program will use to provide candidates with notification of their standing in relation to meeting the subject matter competence requirement within 60 days of their admission to the program. This notification should include reference to how the candidate has completed the requirement or next steps to completion. Updated Preconditions Response Multiple Subject: Subject Matter Competency Acknowledgement Multiple Subject Intern Program: Subject Matter Competency Assessment Multiple Subject Intern Program - Advisement Meeting	More information needed
6. Demonstration of Subject Matter Competence	**First Review:** Provide a link to tracking materials, checklists, or other authentic program documentation that shows how the program assures that each candidate has demonstrated subject matter proficiency before being given daily whole class instructional responsibilities. The evidence should be clear about when, in the program, demonstration of subject matter occurs. Updated Preconditions Response	More information needed

Precondition	Reviewer Comments	Met
7. Completion of Requirements	**First Review:** Please note that the "Intern Program Completion Checklist" (linked in the "Exiting the Intern Program" document) states in the second-to-last row that: "All intern requirements completed Meets eligibility for the Preliminary Education Specialist Credential." Please update. Also on the checklist, passage of the RICA is listed, but there is not a check for baccalaureate degree, subject matter, basic skills, Constitution requirement, TPA, etc. Please clarify when these are checked. Also, reviewers were unable to find evidence that shows the tracking process followed by the program assures that each candidate has completed each legal requirement of the credential. Response: Documents have been updated and a tracking sheet has been created by the credential team. Please see the links below. District MS Intern Credential Application Checklist Multiple Subject Intern Program Completion Checklist	More information needed

Program Specific Preconditions - Internship Programs

Precondition	Reviewer Comments	Met
1. Bachelor's Degree Requirement	**First Review:** Please note that the Intern Information Meeting PPT says that the bachelor's degree is "required to be from accredited college or university" rather than "*regionally* accredited" – please update. Response Please see below that Advisement Meeting slidedeck has been updated and slide #3 states "regionally accredited". Multiple Subject Intern Program - Advisement Meeting	More information needed
2. Demonstration of Subject Matter Competence	**First Review:** Met.	More information needed

Precondition	Reviewer Comments	Met
3. Pre-Service Requirement	**First Review:** Provide evidence of a pre-service component that includes subject-specific pedagogy. The course referred to in the response to this Precondition is specific to special education assessments and IEPs. Evidence of a pre-service component that includes subject-specific pedagogy. CURR 114a CURR 114b Intern Precondition 3 has been updated Session Five has been taken out of the virtual class sessions Virtual Class Session Five Link	More information needed
4. Professional Development Plan	**First Review:** Unable to find evidence of Professional Development Plan or blank Professional Development Plan located on program website, specific page in handbook, or other authentic program documentation that includes components (a) – (e), as applicable, to the intern program. MOU provided does not address elements (b) – (d) of the precondition as requested in evidence guide. Preconditions update MOU Update Professional Development Plan	More information needed

5. Supervision of Interns	**First Review:** Evidence provided is unclear as to how 144 hours of support is verified. Although the support log does say that the practicum supervisors must confirm the upload of the log, it is unclear if the supervisors are also the ones that verify the support hours. Updated Internship Program Preconditions MOU states that the "EMPLOYING AGENCY will ensure that the Intern receives a minimum of 70-80 hours of support (approximately 2-3 hours per week) with the Site Mentor Teacher and any additional personnel (if appropriate) per year." This is inconsistent with the precondition requirement of 144 hours annually. Updated MOU Also, it is not clear what is valid as support – support provider program agreement includes "professional development" - suggesting that the provider's professional development would count as support. Also, that same agreement includes a statement regarding a minimum 95 hours of mentoring and support/ guidance per semester which is different from the MOU. ● Supports have been updated on the form. ● Hours have been updated on the form to reflect 144 hours of support and 45 hours of support and supervision to teaching English learners. ● Updated MOU Updated Support Provider Expectations Agreement for Multiple Subject Intern Program Link to Support Provider Expectations Agreement only includes information for the PK-3 ECE credential, not the MS/ES (although the title of the form says ECE/ MS/ ES).	More information needed

Precondition	Reviewer Comments	Met
	Updated Handbook Description	
6. Assignment and Authorization	**First Review:** Evidence provided in the MOU addresses English Learner Authorization but not assignment and authorization of the intern MS credential**.** Please clarify. Updated MOU Description	More information needed
7. Participating Districts	**First Review:** Met.	Yes
8. Early Program Completion Option	**First Review:** Please provide Copy of the ECO application that includes components (a) – (d) and evidence that the ECO application addresses element (a) as listed in this precondition. ECO Application and Included in Advisement Meeting Slide #13	More information needed
9. Length of Validity of the Intern Certificate	**First Review:** Reviewers could not find evidence of this in the MOU. CTP MOU Updated to reflect the length of validity of the Intern Certificate	More information needed
10. Non-Displacement of Certificated Employees	**First Review:** Met.	Yes
11. Justification of Intern Program	**First Review:** Please provide required evidence: letters of support from partnering district(s) regarding the availability of qualified certificated persons holding the credential in their districts that justify the intern program. Letters of Support	More information needed
12. Bilingual Language Proficiency	**First Review:** N/A	N/A