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	November 2023, April 2024

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.

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Initial Program Preconditions

Pro	econdition	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. Institution Response: Updated Preconditions Response	More information needed Second Review: Yes.
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 Institution Response: Updated Precondition Response Second Review: Met.	More information needed Second Review: Yes.

<u>Program Specific Preconditions - Preliminary Multiple/Single Subject</u>

Precondition	Reviewer Comments	Met
1. Limitation on Program	First Review: The evidence provided links to the "Period of Validity" section excerpted	More
Length	from the handbook does not address this Precondition. Period of Validity is specific to	information
	Intern Precondition #9.	needed
	Institution Response:	
	<u>Updated handbook Link</u>	Second
	Second Review: Please review the Preliminary Multiple/Single Subject Preconditions	Review:
	Evidence Guide. The evidence required in response to this Precondition is "Link to	More
	course sequence within a handbook, website, or other authentic program	Information
	documentation that shows how the program will be completed in no more than two	Needed.
	years of fulltime study at the institution (or the equivalent)." The response being	
	provided is specific to Intern Precondition #9 rather than Program-Specific	Third
	Precondition #1. Please correct.	Review: Yes
	Institution Response to Second Review:	
	Link to the <u>course sequence</u> in the handbook.	
	Link to Multiple Subject Precondition #1 narrative.	
	Third Review: Met	
2. Limitation on Student	First Review: N/A	N/A
Teaching Prerequisites		
3. English Language Skills	First Review: For institutions working on an Initial Institutional Approval (IIA) or Initial	N/A
	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.	
4. Undergraduate	First Review: N/A	N/A
Student Enrollment		

Pr	econdition	Reviewer Comments	Met
\vdash	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. Institution Response: Updated Preconditions Response Multiple Subject: Subject Matter Competency Acknowledgement Multiple Subject Intern Program: Subject Matter Competency Assessment Multiple Subject Intern Program - Advisement Meeting	Second Review: Yes
6.	Demonstration of Subject Matter Competence	Second Review: Met. 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. Institution Response: Updated Preconditions Response Second Review: Met.	Second Review: Yes

Precondition	Reviewer Comments	Met
7. Completion of	First Review: Please note that the "Intern Program Completion Checklist" (linked in	Second
Requirements	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.	Review: Yes
	Institution 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	
	Second Review: Met.	

<u>Program Specific Preconditions - Internship Programs</u>

Pre	econdition	Reviewer Comments	Met
1.	Bachelor's Degree	First Review: Please note that the Intern Information Meeting PPT says that the	Second
	Requirement	bachelor's degree is "required to be from accredited college or university" rather than	Review: Yes
		"regionally accredited" – please update.	
		Institution Response:	
		Please see below that Advisement Meeting slidedeck has been updated and slide #3	
		states "regionally accredited".	
		Multiple Subject Intern Program - Advisement Meeting	
		Second Review: Met.	
2.	Demonstration of	First Review: Met.	Yes
	Subject Matter		
	Competence		
3.	Pre-Service	First Review: Provide evidence of a pre-service component that includes	Second
	Requirement	subject-specific pedagogy. The course referred to in the response to this Precondition	Review: Yes
		is specific to special education assessments and IEPs.	
		Institution Response:	
		Evidence of a pre-service component that includes subject-specific pedagogy.	
		<u>CURR 114a</u>	
		<u>CURR 114b</u>	
		Intern Precondition 3 has been updated	
		Session Five has been taken out of the virtual class sessions	
		<u>Virtual Class Session Five Link</u>	
		Second Review: Met.	

Pr	econdition	Reviewer Comments	Met
-	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. Institution Response: Preconditions update MOU Update Professional Development Plan Second Review: Met.	Second Review: Yes

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.

Institution Response:

<u>Updated Internship Program Preconditions</u>

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 – <u>support provider program agreement</u> 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

<u>Updated Support Provider Expectations Agreement</u> for Multiple Subject Intern Program

Link to <u>Support Provider Expectations Agreement</u> only includes information for the PK-3 ECE credential, not the MS/ES (although the title of the form says ECE/ MS/ ES).

Updated Handbook Description

Second Review: Evidence provided is unclear as to how 144+45 hours of support is verified. It is unclear if the supervisors are also the ones that verify the support hours.

More information needed

Second Review:

More Information Needed

Third Review: Yes

Precondition	Reviewer Comments	Met
	Please provide a link to the tracking sheet, program checklist, or other authentic program documentation used to verify the 144 hours, and additional 45 hours, of annual support and supervision of interns. If this information is housed in an internal database, screenshots can be provided. Precondition 5.1 Update	
	Precondition 5.2 Update	
	Third Review: Met	
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. Institution Response: Updated MOU Description	Second Review: Yes
7. Participating Districts	Second Review: Met. First Review: Met.	Yes
8. Early Program Completion Option	First Review: Met. 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. Institution Response: ECO Application and Included in Advisement Meeting Slide #13 Second Review: Met.	Second Review: Yes
9. Length of Validity of the Intern Certificate	First Review: Reviewers could not find evidence of this in the MOU. Institution Response: CTP MOUUpdated to reflect the length of validity of the Intern Certificate Second Review: Met.	Second Review: Yes
10. Non-Displacement o Certificated Employe	f First Review: Met.	Yes

Precondition	Reviewer Comments	Met
11. Justification of Intern	First Review: Please provide required evidence: letters of support from partnering	Second
Program	district(s) regarding the availability of qualified certificated persons holding the	Review: Yes
	credential in their districts that justify the intern program.	
	Institution Response:	
	Letters of Support	
	Second Review: Met.	
12. Bilingual Language	First Review: N/A	N/A
Proficiency		