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

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. **Institution Response:** Updated Preconditions Response **Second Review:** Met.	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.	More information needed **Second Review:** Yes.

Precondition	Reviewer Comments	Met
	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.	

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. **Institution Response:** Updated handbook Link **Second Review:** Please review the Preliminary Multiple/Single Subject Preconditions Evidence Guide. The evidence required in response to this Precondition is "Link to course sequence within a handbook, website, or other authentic program documentation that shows how the program will be completed in no more than two years of fulltime study at the institution (or the equivalent)." The response being provided is specific to Intern Precondition #9 rather than Program-Specific Precondition #1. Please correct. **Institution Response to Second Review:** Link to the course sequence in the handbook. Link to Multiple Subject Precondition #1 narrative.	More information needed **Second Review:** 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

Precondition	Reviewer Comments	Met
4. Undergraduate Student Enrollment	**First Review:** N/A	N/A
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. **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:** Met.	**Second Review:** Yes

Precondition	Reviewer Comments	Met
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. **Institution Response:** Updated Preconditions Response **Second Review:** Met.	**Second Review:** Yes

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. **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.	**Second Review:** Yes

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. **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.	**Second Review:** Yes
2. Demonstration of Subject Matter Competence	**First Review:** Met.	Yes

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. **Institution Response:** 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 **Second Review:** Met.	**Second Review:** Yes

Precondition	Reviewer Comments	Met
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. **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:** 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	More information needed **Second Review:** More Information Needed

Precondition	Reviewer Comments	Met
	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). 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. 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. **Institution Response to Second Review:** Precondition 5.1 Update Precondition 5.2 Update	
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:** Met.	**Second Review:** Yes
7. Participating Districts	**First Review:** Met.	Yes

Precondition	Reviewer Comments	Met
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. **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 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. **Institution Response:** Letters of Support **Second Review:** Met.	**Second Review:** Yes
12. Bilingual Language Proficiency	**First Review:** N/A	N/A