

## M e m o r a n d u m

TO: Integrated Credential Program Cooperating Teacher

RE: WELCOME!

FROM: Ginny Sharp, ICP Field Practicum Supervisor - Integrated Credential Program

Thank you for agreeing to host a practicum student who is enrolled in the Integrated Teacher Preparation (ICP) Program! We sincerely appreciate the expertise and mentoring you are going to provide the teacher candidate.

ICP students are undergraduate students who are concurrently taking their professional preparation coursework and their academic preparation. The experience they are having in your classroom is **not** clinical practice but puts the theory of their coursework into classroom practice. The practicum field experience occurs twice in the ICP program—in Semesters 2 and 4, preceding the clinical practice experience in Semester 5. The ICP students come with varied experiences in the classroom and are looking forward to assisting in the classroom. They are expected to complete 96 hours during the semester and complete an attendance log. They will be required to develop and teach three appropriate lesson plans during each practicum. Please talk with your ICP teacher candidate about his/her goals for this semester. We leave the decision of how much responsibility to assume up to you and the ICP student.

Attached to this memo are the following items:

- Expectations for Practicum I (2<sup>nd</sup> semester students) and II (4<sup>th</sup> semester students)
- Reminders for ICP Practicum Students
- Practicum Attendance Record
- Teacher Candidate Evaluation for Practicum I & II

Teacher Candidate Evaluation for Practicum I & II is designed to provide discussion points for you and the teacher candidate. The evaluation form follows both the California Standards for the Teaching Profession (CSTP) and basic employment skills. The evaluation form needs to be completed **twice** during the practicum. Please use a **pencil** for mid semester and **pen** for the final evaluation. This will allow us to view the growth of the student during the practicum. Please talk to the site supervisor on how this paperwork is to be collected on the due date at the end of the semester.

Thank you again for hosting a CSUSM student. Your on-site coordinator can answer questions, or please feel free to email the ICP Field Practicum Supervisor, Ginny Sharp at [gsharp@csusm.edu](mailto:gsharp@csusm.edu).