

### College of Education and Human Development

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## ECED 791.001 Internship with Diverse Infants/Toddlers (3:3:0) Fall 2015 Internship Site

University Supervisor: Avis Russell Office hours: By appointment Email address: avis.russell@verizon.net

## **Course Description**

Enables candidates to participate full time in an internship with diverse infants and toddlers. Links university course work to real world of working with diverse young learners and their families.

**Prerequisite(s):** Admission to the Early Childhood Special Education Licensure Graduate Certificate Program. All standardized test requirements (Praxis Core Academic Skills for Educators or qualifying substitution and Virginia Communication and Literacy Assessment) must be met the semester prior to the internship.

## **Nature of Internship Experiences**

Candidates enroll an internship with diverse infants/toddlers (ages 0-2) setting. The internship takes place over an 8 weeks period. At least 75 hours must involve direct teaching. During the internship, candidates are required to work the teacher contract hours. Virginia Licensure Regulations for School Personnel (2007) stipulate that candidates "must be in classrooms full time." For detailed information about internship applications, procedures, and policies, go to <u>http://cehd.gmu.edu/teacher/intpract/</u>. Candidates will attend three seminar meetings during the course of the 8 weeks internship.

## Placements

Candidates will be placed by the Clinical Practice Specialist in all teaching internships unless an on-the-job internship has been approved. All teaching placements must be arranged through the Clinical Practice Specialist who works directly with the surrounding school districts to set up appropriate internships. The ECE program at Mason currently has relationships with a variety of internship sites. Candidates will be assigned to work at sites under the mentorship of a mentor teacher (MT) and a university supervisor (US).

## George Mason University Policies and Resources for Candidates

- Academic integrity (honor code, plagiarism) Candidates must adhere to guidelines of the George Mason University Honor Code [See <a href="http://oai.gmu.edu/honor-code/">http://oai.gmu.edu/honor-code/</a>].
- Mason Email Candidates are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, division, and program will be sent to candidates solely through their Mason email account.

- Candidates must follow the university policy for Responsible Use of Computing [See <a href="http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/">http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/</a>].
- Counseling and Psychological Services The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops, and outreach programs) to enhance candidate's personal experience and academic performance [See http://caps.gmu.edu/].
- Office of Disability Services Candidates with disabilities who seek accommodations in a course must be registered with the George Mason University Office of Disability Services (ODS) and inform their instructor in writing at the beginning of the semester <a href="http://ods.gmu.edu/]">http://ods.gmu.edu/]</a>.
- Candidates must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.
- The Writing Center (Optional Resource) The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support candidates as they work to construct and share knowledge through writing [See <a href="http://writingcenter.gmu.edu/">http://writingcenter.gmu.edu/</a>].
- University Libraries (Optional Resource) The George Mason University Libraries provide numerous services, research tools, and help with using the library resources [See <a href="http://library.gmu.edu/">http://library.gmu.edu/</a>].

## **Professional Dispositions**

Candidates are expected to exhibit professional behaviors and dispositions at all times.

**Core Values Commitment:** The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Candidates are expected to adhere to these principles.

# **Collaboration**

Collaboration is an important human activity that involves shared responsibility in promoting healthy, productive lives, and educational success. We commit ourselves to work toward these goals in genuine partnerships with individuals, families, community agencies, schools, businesses, foundations, and other groups at the local, regional, national, and international levels.

# Ethical Leadership

In all professions represented by the college, leadership is an essential component denoting ability and willingness to help lead professional practice to higher levels. We commit ourselves to practice ethical leadership through deliberate and systematic attention to the ethical principles that guide all leaders in a moral society.

## Innovation

We have a history of creating dynamic, innovative programs, and we are dedicated to continue creating innovative approaches in all areas of our work. We commit ourselves to seeking new ways to advance knowledge, solve problems, improve our professional practice, and expand on our successes.

#### **Research-Based Practice**

The best practice in any discipline is based upon sound research and professional judgment. We commit ourselves to basing our instruction, scholarship, and policy recommendations on well-established principles that, wherever possible, emerge from research and reflection on its implications for professional practice.

#### Social Justice

Social justice embodies essential principles of equity and access to all opportunities in society, in accordance with democratic principles and respect for all persons and points of view. We commit ourselves to promoting equity, opportunity, and social justice through the college's operations and its missions related to teaching, research, and service.

For additional information on the College of Education and Human Development, Graduate School of Education, please visit our website [See <u>http://gse.gmu.edu/</u>].

#### **Course Requirements**

#### **General Requirements**

- 1. The completion of all readings assigned for the course is assumed. Because the class will be structured around discussion and small group activities, it is imperative that candidates keep up with the readings and participate in class.
- 2. Attendance in class and/or online is important to candidate's learning; therefore, candidates are expected to make every effort to attend class sessions and/or complete online modules within the designated timeframe. Absences, tardiness, leaving early, and not completing online modules in the designated timeframe may negatively affect course grades. If, due to an emergency, candidates will not be in class, they must call the instructor and leave a message or send an email before class. The following policy is from the university course catalog:

Candidates are expected to attend the class periods of the courses for which they register. In-class participation is important not only to the individual candidate, but also to the class as a whole. Because class participation may be a factor in grading, instructors may use absence, tardiness, or early departure as de facto evidence of nonparticipation. Candidates who miss an exam with an acceptable excuse may be penalized according to the individual instructor's grading policy, as stated in the course syllabus.

- 3. In line with Mason's policy that candidates should not be penalized because of observances of their religious holidays, candidates shall be given an opportunity to make up, within a reasonable time, any academic assignment that is missed due to individual participation in religious observances. It is the candidate's responsibility to inform the instructor of any intended absences for religious observations in advance of the class that will be missed. Notice should be provided in writing as soon as possible.
- 4. During face-to-face and live online meetings, cell phones, pagers, and other communicative devices are not allowed in this class. Candidate's must keep them stowed away and out of sight. Laptops or tablets (e.g., iPads) may be permitted for the purpose of taking notes only. Engaging in activities not related to the course (e.g. gaming, email, chat, etc.) will result in a significant deduction in their participation grade.
- 5. It is expected that assignments will be turned in on time. However, it is recognized that candidates occasionally have serious problems that prevent work completion. If such a

dilemma arises, candidates should speak to the instructor prior to the assignment due date (when possible). If the candidate does not communicate with the instructor, a late penalty will be applied.

6. Mason is an Honor Code university; please see the Office for Academic Integrity for a full description of the code and the honor committee process. The principle of academic integrity is taken very seriously and violations are treated gravely. What does academic integrity mean in this course? Essentially this: when responsible for a task, candidates will perform that task. When candidates rely on someone else's work in an aspect of the performance of that task, they will give full credit in the proper, accepted form. Another aspect of academic integrity is the free play of ideas. Vigorous discussion and debate are encouraged in this course, with the firm expectation that all aspects of the class will be conducted with civility and respect for differing ideas, perspectives, and traditions. When in doubt (of any kind), candidates will ask for guidance and clarification.

## Written Assignments

All formal written assignments will be evaluated for content <u>and</u> presentation. The American Psychological Association, Sixth Edition (APA) style will be followed for all written work. All written work unless otherwise noted must be completed on a word processor and should be proofread carefully. (Use spell check!) If candidates are not confident of their own ability to catch errors, they should have another person proofread their work. When in doubt, they should check the APA manual. Portions of the APA manual appear at the Style Manuals link on the Mason library web at <u>http://infoguides.gmu.edu/content.php?pid=39979</u> Candidates may consult the Writing Center for additional writing support.

Candidates will do the following:

- 1. Present ideas in a clear, concise, and organized manner. (Avoid wordiness and redundancy.)
- 2. Develop points coherently, definitively, and thoroughly.
- 3. Refer to appropriate authorities, studies, and examples to document where appropriate. (Avoid meaningless generalizations, unwarranted assumptions, and unsupported opinions.)
- 4. Use correct capitalization, punctuation, spelling, and grammar.

#### Responsibilities

Candidate's internships are regarded as a critical component of teacher education programs. The effectiveness of the internship experience depends upon the degree to which the whole team – **Candidate**, **Mentor Teacher**, **University Supervisor**, and **Course Instructors** – fulfill their responsibilities and establish a good working relationship. Open communication is extremely important. The program considers the intern to be "a work in progress."

## Candidates

The candidate's internship is a time to focus on the art of teaching and working with diverse young children and their families under the guidance and support of practicing professionals. Candidates must remain flexible in adapting to differences in school cultures, teaching styles, supervisor philosophies, and individual child/family needs.

#### Mentor Teachers (MT)

Mentor teachers (MT) work in a variety of educational settings that serve culturally, linguistically, and ability diverse young children and their families. MTs have an important responsibility to be a mentor and instructor on issues specific to their workplace and the needs of the children and families that are served at that site. The candidates benefits greatly from being able to learn from courses and apply the knowledge in the field.

## University Supervisors (US)

The University Supervisor (US) serves as a link between the school and Mason, providing support and guidance to both the candidate and the mentor teacher (MT). University supervisors (US) play a critical role in facilitating communication and in providing feedback, assistance, and evaluation for candidates.

#### Evaluation

The US will work with the MT and the candidate to evaluate the candidate's progress throughout the internship. Evaluation tools will include, but are not limited to, the following:

- Weekly progress reports completed by the candidate and MT
- Formal observation reports (by the MT and the US)
- Mid-point and final evaluation forms
- *CAEP 4 Early Childhood Special Education Infant/Toddler Internship Documentation*

#### Internship Notebook

#### This is a program performance-based assessment.

The Internship Notebook contains information related to the internship and documentation that the candidate has met aspects of the Council of Exceptional Children standards (CEC). It is the program performance-based assessment for *CAEP* 4 *Early Childhood Special Education Infant/Toddler Internship Documentation*.

### Lesson Plans

Candidates will submit weekly lesson plans to their MT for approval prior to teaching independently. More detailed daily lesson plans using a lesson plan format approved by the US will be filed in the internship notebook and will be readily accessible to the MT and US. Daily lesson plans will be provided to the MT and/or US prior to scheduled observations.

#### **Reflective Journal**

Candidates will maintain a reflective journal throughout the internship. The journal may be electronic, handwritten, or a combination of both. Candidates should make the journal available to the US either electronically before the visit or in a hard copy during visits.

#### Log of Hours

The Virginia application for teacher licensure requires reporting the amount of time spent in certain activities during the internship. The Mason state-approved licensure program may

require more than the state's minimum requirements. Candidates are responsible for maintaining this record as part of the Internship Notebook. Candidates should record hours on the Log of Hours sheet each day. At the end of the internship, the log must be verified by the MT and reviewed by the US. It is the candidate's responsibility to ensure that the log is current and verified/reviewed.

## **Internship Policies**

## Attendance

During the internship, candidates are required to work the teacher contract hours. Virginia Licensure Regulations for School Personnel (2007) stipulate that interns "must be in classrooms full time." Candidates should maintain the same schedule as the MT, with the contract day as the minimum but not the norm. Candidates should consult with ECE faculty to determine whether the Mason schedule or the school system holiday schedule will be followed. This will vary from semester to semester, depending on when scheduled breaks and holidays fall. **Candidates will take the school system spring break, not the Mason spring break.** 

## Absences

Candidates follow the site policy regarding notification of absences for illness. All other absences must be approved in advance by the MT and principal/director. The US must be notified of all absences within 24 hours. The log of hours should also show any absences. Time missed may need to be made up.

## Substituting

Candidates are not permitted to substitute during their internships.

## Professional and Legal Responsibilities

Candidates are legally responsible for exercising "reasonable care" for students' welfare and for complying with federal, state, and local policy regulations. This is best accomplished through careful study of the teacher/employee handbook for the center, agency, or school where the intern is assigned. Special attention should be given to responsibilities and procedures for dealing with suspected child abuse.

## **Confidentiality of Records**

School division and Mason policies regarding candidate's records will be followed. A candidate's evaluations may be shared with the MT, US, and responsible administrators until the US submits the intern's folder to the Office of Academic and Student Affairs (OASA). After that time, access will be in accordance with the Privacy Act. No materials will be released by OASA for employment purposes other than for verification of meeting licensure standards. In addition, all records of children and families that interns may have access to during internships MUST be kept confidential.

## **Records Retention**

Contents of cumulative folders will be retained for one year after completion of the internship. After that, the transcript and the Summary Form will be the only available records. Therefore, candidates should keep their own copies of evaluations, observations, logs, summaries, and other records.

## **Professional Recommendations**

Most prospective employers expect applicants to submit recommendations in some form from their MT and US. If a negative recommendation is warranted, the candidate should be told.

# Grading

The Graduate School of Education (GSE) has approved the following grading policy for ECED internships:

- 1. The grading scale will be S (Satisfactory), NC (No Credit), or IP (In Progress) in accordance with Mason policy for internships.
- 2. Degrees of Satisfactory performance by an intern in Early Childhood Education will be documented on the Evaluation Profile by the MT and US.
- 3. The US shall determine the grade after consultation with MT. The US may also consult with the Academic Program Coordinator especially when the candidate may receive a No Credit or In Progress grade.
- 4. Candidates who receive a No Credit grade will not be recommended for teacher licensure unless they repeat all or part of the internship with satisfactory performance. This may require re-enrolling and paying tuition for additional credit hours in a subsequent semester or paying a fee for extended supervision.
- 5. Candidates whose performance cannot be evaluated at the end of the grading period will receive a grade of IP (In Progress). An IP grade shall be changed to Satisfactory or No Credit for candidates upon completion of requirements usually before the beginning of the next semester.
- 6. In some cases, a grade of No Credit may be accompanied by a recommendation that the candidate not be allowed to repeat the internship. In such cases, the candidate will be counseled out of the licensure program, but not necessarily out of the program.

# Schedule

A schedule of meetings and observations will be developed in collaboration with the candidate, US, and MT.

## Submission of Performance-Based Assessment

Every candidate registered for any Early Childhood Education course with a required performance-based assessment is required to submit this assessment, *CAEP Assessment 4 Early Childhood Special Education Infant/Toddler Internship Documentation*, to Blackboard (regardless of whether a course is an elective, a onetime course, or part of an undergraduate minor). Evaluation of the performance-based assessment by the course instructor will also be completed in Blackboard. Failure to submit the assessment to Blackboard will result in the course instructor reporting the course grade as Incomplete (IN). Unless this grade is changed upon completion of the required Blackboard submission, the IN will convert to an F nine weeks into the following semester.

## **ECE** Assessment System

The ECE program is accredited by the National Council for the Accreditation of Teacher Education (NCATE) and is a state-approved program. As part of the accreditation requirements, ECE program faculty developed an assessment system that meets the requirements and provides evidence that candidates have met the Council for Exceptional Children (CEC) standards. The required assessments for this course is the *CAEP 4 Early Childhood Special Education Infant/Toddler Internship Documentation*.

To meet the requirements, candidates must provide evidence in their Internship Documentation that they have met the criteria for each of the identified standards. Candidates will upload selected artifacts from the Internship Documentation at the completion of their internship. The selected artifacts should be representative of what is included in the Internship Documentation and should provide evidence of meeting the identified standards.

## **CEC Standard Elements Assessed**

<u>CEC 4d</u> Development, maintenance, and generalization of knowledge and skills across environments, settings, and the lifespan

<u>CEC 5c</u> Use of direct motivational and instructional interventions to teach children with ELN to respond effectively to current expectations

<u>CEC 7e</u> Facilitation of instructional planning in a collaborative context including the individuals with learning exceptionalities, families, professional colleagues, and personnel from other agencies as appropriate

CEC 7f Development of individualized transition plans

CEC 9a Ethical, professional, and legal practice

CEC 9d Current with evidence-based practices

<u>CEC 10a</u> Collaboration with families, other educators, related service providers, and personnel from community agencies in culturally responsive ways

<u>CEC 10b</u> Is a resource to colleagues

<u>CEC 10c</u> Facilitate successful transitions of individuals with exceptional learning needs across settings and services through collaborative practices

The assessment and scoring guide is attached and can be found on Blackboard.

## Early Childhood Education CAEP ECSE Assessment 5 Effect on Student Learning

### Early Childhood Special Education Infant/Toddler Internship Documentation

Early Childhood Special Education CAEP Assessment 5 Effect on Student Learning Assessment is the Early Childhood Special Education Infant/Toddler Internship Documentation and is in ECED 791 Infant/Toddler Internship. This assessment shows evidence of meeting CEC Standard Elements 1.2, 2.2, 4.3, 4.4, 5.5, and 7.3.

#### **Assessment Overview**

In this assessment, candidates will engage in collaborative practice, critical analysis, and reflection to use developmentally effective approaches to connect with children and families and to have an effect on children's learning. Candidates will do the following:

- Develop a series of lesson plans that integrate Individualized Family Service Program (IFSP) goals, standards, information from informal and formal assessments, and developmentally appropriate practice.
- Implement the instructional plans.
- Document the effect of the instruction on children's learning.
- Reflect on instructional strategies, delivery, child engagement, and child learning using the framework provided.

#### **CEC Standard Elements Assessed**

<u>CEC 1.2</u> Beginning special education professionals use understanding of development and individual differences to respond to the needs of individuals with exceptionalities.

<u>CEC 2.2</u> Beginning special education professionals use motivational and instructional interventions to teach individuals with exceptionalities how to adapt to different environments.

<u>CEC 4.3</u> Beginning special education professionals in collaboration with colleagues and families **use** multiple types of assessment information in making decisions about individuals with exceptionalities.

<u>CEC 4.4</u> Beginning special education professionals engage individuals with exceptionalities to work toward quality learning and performance and provide feedback to guide them.

<u>CEC 5.5</u> Beginning special education professionals develop and implement a variety of education and transition plans for individuals with exceptionalities across a wide range of settings and different learning experiences in collaboration with individuals, families, and teams.

<u>CEC 7.3</u> Beginning special education professionals use collaboration to promote the well-being of individuals with exceptionalities across a wide range of settings and collaborators.

## **Assessment Procedures**

Candidates will provide documents that include four instructional lesson plans developed throughout the internship, an individual plan to support a child's social-emotional development and/or behavior, reflections, and performance evaluations.

**Step One:** Candidates will develop at least four instructional lesson plans with the purpose of promoting children's learning and growth. Candidates will do the following:

- Develop a series of lesson plans that integrate IFSP goals, information from informal and formal assessments, and developmentally appropriate practice.
- Include the following in the lesson plans:
  - 1. Family priorities and needs
  - 2. Learning outcomes and IFSP goals (family and/or child based)
  - 3. Context, including the natural environment and individuals present
  - 4. Materials, including a description of technology to be used
  - 5. Procedures to promote learning outcomes and IFSP goals, including
    - Introducing the activity to family and child
    - Arranging the natural environment
    - Presenting materials
    - Motivating activity
    - Teacher directions
    - Instructional strategies
    - Transition
    - Time frame
    - Assessment strategy
    - Follow-up
  - 6. Adaptations and accommodations, including general and specific adaptations for the individual child and/or family
  - 7. Evidence of results
  - 8. Plan of collaboration, including the use of paraeducators and related service personnel

**Step Two:** Candidates will design an individual plan that promotes a child's social-emotional development and/or behavior to help the child successfully participate in instructional activities with his or her peers. Candidates will do the following:

- Describe the social-emotional and/or behavioral delays of the selected child based on their understanding of human development.
- Consider potential behavior challenges and/or crisis and identify two strategies or accommodations to safely intervene and to ensure successful participation and interaction with peers for the selected child.
- Discuss the role of the paraeducator, related service personnel, and families in supporting this individual plan.

**Step Three:** Candidates will implement the instructional plans and reflect on the instruction with the cooperating professional and/or the university supervisor. Candidates will do the following as they implement the instructional lesson plans:

- Consider learning differences, varying abilities, behaviors, and their interactions with children in their planning and how they might make changes to further individualize instruction to provide meaningful and challenging learning experiences.
- Use their knowledge of cognitive, fine motor, gross motor, social-emotional, and language development to respond to the varying abilities and behaviors of children with exceptional learning needs.
- Support and/or enhance children's critical thinking, problem-solving, and performance skills as well as self-awareness, self-management, self-control, self-reliance, and self-esteem.
- Use individualized strategies to enhance language development and teach communication skills to children with exceptional learning needs.
- Match communication methods to children's language proficiency and cultural and linguistic differences.
- Provide effective language models.
- Use communication strategies and resources to facilitate understanding of subject matter for children with exceptional learning needs whose primary language is not English.
- Model and provide efficient guided practice strategies to support skill maintenance and generalization.
- Document what children did and did not know and/or do as a result of the instruction using the following:
  - a. Quantitative indicators (e.g., the percentage of times the child uses past tense when appropriate during a certain period of time if that was a language goal being addressed) and/or
  - b. Qualitative indicators (e.g., anecdotal notes on how language use supported the child's productive interactions with peers).
- Modify instructional plans based on ongoing analysis of the child's learning progress as well as current research and evidence-based practices.
- Identify current research and evidence-based practices integrated into instructional plans and implementation throughout the internship.
- Reflect on the instruction with the cooperating professional and/or university supervisor and discuss how they incorporated the above strategies into their instruction and in what ways the instruction had an effect on children's learning.
- Discuss how they served as a resource to general education colleagues to integrate children with exceptionalities in regular environments and engage them in meaningful learning activities and interactions.

ECE PROGRAM	Assessment Measure Descriptions					
OUTCOME STANDARDS (Aligned With State and CEC Standards)	Exceeds Criteria	Meets Criteria	Partially Meets Criteria	No Evidence		
	Early Childhood Education CAEP ASSESSMENT 5					
		on Student Learnin		<b>.</b>		
	lhood Special Educa					
E	<b>CED 791 Internship</b> Demonstrated	Demonstrated	Demonstrated	Demonstrated rare		
CEC 1.2 Use	consistent	consistent	frequent	or no		
understanding of	understanding of	understanding of	understanding of	understanding of		
development and	human	human	human	human		
individual	development to	development to	development to	development to		
differences to	respond to	respond to	respond to	respond to		
respond to the needs	abilities and	abilities and	abilities and	abilities and		
of individuals with	behaviors of	behaviors of	behaviors of	behaviors of		
0	individuals as	individuals as	individuals as	individuals as		
exceptionalities.	evidenced in	evidenced in	evidenced in	evidenced in		
	observational	observational	observational	observational		
	records of	records of	records of	records of		
	cooperating	cooperating	cooperating	cooperating		
	professional and	professional and	professional and	professional and		
	university	university	university	university		
	supervisor and	supervisor and	supervisor and	supervisor and		
	internship	internship	internship	internship		
	evaluation	evaluation	evaluation	evaluation		
	(displayed	(displayed	(displayed	(displayed rare or		
	consistent use in	consistent use in	frequent use in	no use in 80% of		
	100% of	90% of evaluative	80% of evaluative	evaluative		
	evaluative	criteria)	criteria)	criteria)		
	criteria)					
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CEC 2.2 Use motivational and instructional interventions to teach individuals with exceptionalities how to adapt to different environments	Demonstrated consistent use of instructional strategies that promote positive learning results AND modified learning environment as needed for focused children receiving special education services as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent use in 100% of evaluative	Demonstrated consistent use of instructional strategies that promote positive learning results AND modified learning environment as needed for focused children receiving special education services as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent or frequent use in 90% of evaluative	Demonstrated frequent use of instructional strategies that promote positive learning results OR modified learning environment as needed for focused children receiving special education services as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed frequent use in 80% of evaluative criteria)	Demonstrated rare or no use of instructional strategies that promote positive learning results OR did not modify learning environment as needed for focused children receiving special education services as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed rare or no use in 80% of evaluative	
CEC 4.3 Use multiple types of assessment information in collaboration with colleagues in making decisions about individuals with exceptionalities	criteria) Provided documentation of meeting with a family more than two times, AND described the setting for observation, AND summarized the informal assessment data gained through the family relationship AND identified how information contributed to decision making	criteria) Provided documentation of meeting with a family two times; AND described the setting for observation; AND summarized the informal assessment data gained through the family relationship AND identified how information contributes to decision making	Provided documentation of meeting with a family less than two times; AND/OR described the setting for observation; AND/OR summarized the informal assessment data gained through the family relationship	criteria) Did not provide documentation of meeting with a family at least once; describe the setting for observation; and summarize the informal assessment data gained through the family relationship	
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CEC 4.4 Engage individuals with exceptionalities to work toward quality learning and performance and provide feedback to guide them	Demonstrated consistent practices that enhance critical thinking, problem solving, and performance skills of individuals with ELN and that provide feedback for guidance as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent practice in 100% of evaluative criteria)	Demonstrated consistent practices that enhance critical thinking, problem solving, and performance skills of individuals with ELN and that provide feedback for guidance as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent practice in 90% of evaluative criteria)	Demonstrated frequent practices that enhance critical thinking, problem solving and performance skills of individuals with ELN and that provide feedback for guidance as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed occasional practice in 80% of evaluative criteria)	Demonstrated rare or no practices that enhance critical thinking, problem solving and performance skills of individuals with ELN and that provide feedback for guidance as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed rare or no-practice in 80% of evaluative criteria)	
CEC 5.5 Develop and implement a variety of education and transition plans for individuals with exceptionalities across a wide range of settings and different learning experiences in collaboration with individuals, families, and teams	Identified more than two IEP goals in each lesson plan for each child receiving special education services AND Goals include a wide range of settings and different learning experiences AND Goals include collaboration with individuals, families, and teams	Identified two IEP goals in each lesson plan for the focused children receiving special education services AND Goals include a wide range of settings and different learning experiences AND Goals include collaboration with individuals, families, and teams	Identified fewer than two IEP goals in each lesson plan for the focused children receiving special education services	Did not identify IEP goals for children receiving special education services	
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CEC 7.3 Use collaboration to promote the well- being of individuals with exceptionalities across a wide range of settings and collaborators.	Provided consistent evidence of helping general education colleagues to integrate individuals with ELN and engage them in meaningful learning activities and interactions as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent evidence in 100% of evaluative criteria)	Provided consistent evidence of helping general education colleagues to integrate individuals with ELN and engage them in meaningful learning activities and interactions as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed consistent evidence practice in 90% of evaluative criteria)	Provided frequent evidence of helping general education colleagues to integrate individuals with ELN and engage them in meaningful learning activities and interactions as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed frequent evidence in 80% of evaluative criteria)	Provided rare or no evidence of helping general education colleagues to integrate individuals with ELN and engage them in meaningful learning activities and interactions as evidenced in observational records of cooperating professional and university supervisor and internship evaluation (displayed rare or no evidence in 80% of evaluative criteria)
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