

## Appendix AA

### **MEMORANDUM OF UNDERSTANDING** **CALIFORNIA STATE UNIVERSITY, NORTHRIDGE** **SPECIAL EDUCATION INTERN PROGRAM**

Teaching Internship Programs are designed to help districts meet shortages of qualified teachers, and to attract persons into teaching who would not normally enroll in a traditional preparation program. Internships provide an alternative route to certification that allows candidates to obtain credentials while teaching in classrooms. This arrangement requires cooperative agreements between participating LEAs and IHEs to address the employment shortages in the specified LEA.

As the **Lead Sponsor** in the California State University, Northridge Special Education Intern Program institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. This program has been developed to meet employment shortages.

The university will provide:

- a. a teacher education program that consists of sequenced coursework leading to a special education credential with individual intern advisement and mentoring;
- b. classroom support and on-site supervision by university faculty who have the following qualifications:
  - current knowledge in the content they teach
  - understand the context of public schooling
  - ability to model best professional practices in teaching and learning, scholarship, and service
  - knowledgeable about diverse abilities, cultural language, ethnic and gender diversity
  - thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools
- c. provide support/mentor training and orientation
- d. document employer-provided support/mentoring and monitoring process
- e. document specific responsibilities of the program supervisor including contact/communication with the support provider throughout the 2-year program; a minimum of six observations each of four semesters; and a cohort seminar twice monthly to address intern needs, links coursework with practice and establishes a network of collegial support;
- f. Provide supervision for individuals who have not yet earned an English learner authorization (ELA) including in-classroom coaching specific to the needs of English learners.

As a **Co-sponsor** in the California State University, Northridge Special Education Intern Program, the LEA will:

- a. assign each intern a Support Provider who meets the following qualifications:
  - Holds a valid corresponding clear or life credential
  - Has 3 years of successful teaching experience
  - Has an EL authorization (if responsible for providing specified EL support)
- b. Provide protected time for the support provider to work with the intern within the school day including clearly defined expectations for type/frequency of support.
- c. assign a support provider to individuals who have not yet earned an English learner authorization (ELA) who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for ELs, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed.
- d. the support provider is immediately available to assist the intern with planning lessons
- e. selected based upon teaching expertise and ability to mentor, and agrees to observe, provide feedback, and conference with interns a minimum of three times each semester.

As partners the university and the LEA will provide teacher education and on-the-job support and supervision to beginning teachers.

Signatures indicate agreement to stipulations in the MOU and verify that interns do not displace certificated employees in participating districts.

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University Representative

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LEA Representative

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Date

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Date