

**EQUITY &
EXCELLENCE**
in Education

**California State University, Long Beach
District-University Internship Agreement**

**Multiple Subject Intern Program
Single Subject Intern Program
Education Specialist Intern Program**

This document establishes a formal Internship Program Agreement between the initial credential programs listed above and Switzer Learning Center (Employer/District), to be effective on the date it is signed. It will remain effective until terminated.

Rationale

The District has a broad recruitment program to locate highly qualified certificated employees. Due to the shortage of certificated teachers in some areas, it is necessary to employ non-certificated personnel. The Internship Program offers a way for the District and the Commission-approved credential programs to collaboratively identify, prepare, and support candidates for the Intern positions in these areas of shortage. The teachers' bargaining associate recognizes the need for an Internship Program and agrees to the District offering Intern positions to suitable candidates in areas of need.

Basic Agreement

1. An intern credential can be authorized by the Commission on Teacher Credentialing (CTC) for up to two years. During that time the Intern completes all credential program requirements. Internships are considered on a case-by-case basis. This agreement specifically authorizes internships for CSU Long Beach Multiple Subject, Single Subject, and Education Specialist Credential Programs in Switzer Learning Center (Employer/District).
2. Each of the credential programs reserves the right of approval for any Intern candidate based on the program's capacity to provide university supervision and support at the school where the Intern is assigned. The programs also reserve the right to withhold approval of an Internship for a candidate who has not demonstrated readiness for full-time teacher of record responsibilities or for admission to the credential program.
3. An Intern is authorized to assume the functions authorized by the credential. The Intern's services meet the instructional needs of the Employer/District. The Intern does not displace other certificated employees, and this Agreement meets with the Employer/District's contractual specifications with certificated employees as affirmed below by signatures of both the Employer's/District's authorized representative and of the certificated bargaining unit's authorized representative.

Shared Responsibilities Between CSULB College of Education and Switzer Learning Center.

The Employer/District and CSULB's Intern Programs are equally responsible for assuring the following occur.

1. Identify the individual(s) and roles/responsibilities related to:

Responsibilities of the CSULB Intern Program (Multiple Subject, Single Subject, or Education Specialist)

1. The Program provides university-based professional preparation consistent with the standards and experiences applied to the regular credential program in compliance with the *Standards of Quality and Effectiveness for Professional Teacher Preparation Programs*.
2. The Program is responsible for ensuring that the Intern in their Program is supervised and there is adequate support. The Program assigns a Program Supervisor to the Intern. The Supervisor provides support, coaching and assessment of the Intern, for which the Program covers the costs.
3. Related to the Program Supervisor, the Program will provide:
 - a. A clearly defined description of qualification for the Program Supervisor including:
 - i. Current knowledge in the content they teach;
 - ii. Certification in the area in which they are supervising, including EL certification if applicable;
 - iii. Understanding of the context of public schooling;
 - iv. Ability to model best professional practices in teaching and learning, scholarship and service;
 - v. Knowledge about diverse abilities, and about cultural, language, ethnic, and gender diversity;
 - vi. A thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
 - b. Support/Mentor training and orientation for Program Supervisors;
 - c. Specific responsibilities of the Program Supervisor including allocation of time and frequency of observations and/or coaching;
 - d. Procedures for communication between the Program Supervisor and on-site Support/Mentor as appropriate.
4. In cases where the Intern has not yet earned English Learner Authorization (ELA), the Program will provide supervision including in-classroom coaching specific to the needs of learners.

Authorization

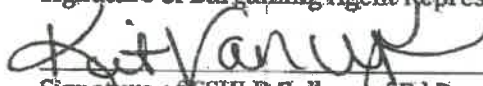
The signatures below authorize the Program and Employer/District to participate as partners in the California State University, Long Beach Intern Program (Multiple Subject, Single Subject, and/or Education Specialist).

 4/5/17
Signature of Employer/District Representative (Title, Date)

Switzer Learning Center
Dr. Rebecca Foo, Executive Director
310-328-3611 x.337 rfoo@switzercenter.org
2201 Amapola Court, Torrance, CA 90501-1431

NA
Signature of Bargaining Agent Representative (Title, Date)

(If applicable)

 7/10/17
Signature of CSULB College of Ed Representative, Assoc. Dean OR Credential Center Director (Date)

 7/11/2017
Signature of CSULB Contracts Manager (Date)

ANDREW CALDERON
CONTRACT MANAGER
PROCUREMENT &
CONTRACTUAL SERVICES

(5) Supervision of Interns.

(a) In all internship programs, the participating institutions shall provide supervision of all interns.

(b) University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person. Reference: Education Code § 44462. Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.

(6) Assignment and Authorization. To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. Reference: Education Code § 44454. The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s). Reference: Education Code § 44458.

(7) Participating Districts. Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved. Reference: Education Code §§ 44321 and 44452.

(8) Early Program Completion Option. Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:

(a) Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following:

- Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students
- Techniques to address learning differences, including working with students with special needs
- Techniques to address working with English learners to provide access to the curriculum
- Reading instruction in accordance with state standards
- Assessment of student progress based on the state content and performance standards
- Classroom management techniques
- Methods of teaching the subject fields

(b) Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option.

(c) Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential only).

(d) Meet the requirements for teacher fitness.

An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. (Reference: Education Code § 44468).