

**Dual Language and English Learner Department
College of Education
San Diego State University**

Single Subject Bilingual Credential

Fall 2017 and Spring 2018 Semester

Dear Guide Teacher,

Thank you for agreeing to participate as a Guide Teacher in our Single Subject Bilingual Credential Program for the 2017 - 2018 academic school year. Your involvement is of critical importance to our teacher candidates and the success of the program. While student teaching, our teacher candidates also complete methods courses to increase their understanding of school culture, content knowledge, and pedagogical strategies for diverse learners, as well as develop professional skills in order to complete all program requirements.

The teacher candidate assigned to your classroom will begin observing and assisting with guidance from you, assuming increasing responsibilities each week for preparing and planning instruction across the curriculum. As teacher candidates assume more responsibility for instruction, they will continue to plan and confer with you and adhere to district and school instructional priorities and curriculum.

All teacher candidates are required to complete a mandated state performance assessment, the edTPA Teaching Event. In the fall semester, practice videos and lesson planning are part of their course assignment. In the spring, the teacher candidates will implement the edTPA teaching event which requires them to create a week-long lesson segment. Completion and submission of the edTPA is due in mid-March.

In order to provide the teacher candidates with a consistent and coherent teaching and learning experience that supports successful completion of the edTPA, the teacher candidate you are mentoring will remain with you throughout the school year IF you teach a bilingual class and an SEI class. This arrangement will be confirmed and the placement will continue until the end of the school year.

A university supervisor will meet with you to review and discuss the teacher candidate's placement, program requirements, and transition to full responsibility. You will also receive additional information on the assessment and evaluation process. Forms for supervision can also be found under Resources at: <http://coe.sdsu.edu/plc/resources/index.php>.

Thank you again for your support in this cooperative effort. Please don't hesitate to contact me should you have any questions or concerns.

Guide Teacher

Teacher Candidate

Lupe H. Buell, PhD
Single Subject Bilingual Program
Coordinator
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CLASSROOM INVOLVEMENT MATRIX: SINGLE SUBJECT

WEEK	Student Teacher Activities	Student Teacher Responsibilities	TPE Supervision Focus	Field Experience Hours
WK 1 - *Seminar- Fridays 12-4 pm	Observe 100%	Establish relationships, understand classroom structures, routines, etc.	TPE 1 & 2: Classroom Management TPE 6: Collaborative Inquiry & Observation Reflection & Feedback	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 2 *Seminar- Fridays 12-4 pm	Observe 50% Assist 50%	Assist with small groups, individualized instruction, with increasing responsibilities	TPE 5: Build knowledge on variety of assessments TPE 6: Collaborative Inquiry & Observation Reflection & Feedback	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 3-5 *Seminar- Fridays 12-4 pm	Assist: 50% Teach: 50% Formal Observation #1	Teacher Candidates begin preparing, planning, and implementing lessons with increasing responsibility	TPE 3 & 4: Planning for Instruction TPE 5: Build knowledge on variety of assessments	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 6-8 *Seminar- Fridays 12-4 pm	Assist: 50% Teach: 50% Formal Observation #2	Teacher Candidates begin preparing, planning, and implementing lessons with increasing responsibility	TPE 3 & 4: Planning for Instruction TPE 5: Build knowledge on variety of assessments	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
	Schedule Mid-Term Progress Report after week 10 and prior to Thanksgiving Break			20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 9-11: *Seminar- Fridays 12-4 pm Veteran's day- Nov. 10	Assist: 25% Teach: 75% Formal Observation #3 Formal Observation #4	Teacher Candidates begin preparing, planning, and implementing lessons with increasing responsibility	TPE 3 & 4: Planning for Instruction TPE 5: Utilize data to differentiate instruction	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep

11/20 - 11/24: THANKSGIVING BREAK				
WK 12 - 13: *Seminar- Fridays 12-4 pm	Assist 0 - 10% Teach 90 - 100% Formal Observation #5 Formal Observation #6	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum	TPE 3 & 4: Integrate Ed Technology TPE 5: Use of formative & summative assessments	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
12/18 - 1/5: WINTER BREAK	Schedule Final Evaluation Meeting after formal observations are completed and prior to Winter break			
SPRING SEMESTER	SPRING SEMESTER	SPRING SEMESTER	SPRING SEMESTER	SPRING SEMESTER
WK 14 - 18: *Seminar- Fridays 12-4 pm Mon 1/15 Martin Luther King Holiday	Assist 0 - 10% Teach 90 - 100% Formal Observation #1	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum edTPA: January preview	TPE 1 – 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 19 - 21: *Seminar- Fridays 12-4 pm Fri 2/16 - Mon 2/19 President's Day Holiday	Assist 0 - 10% Teach 90 - 100% Formal Observation #2 Schedule Mid-Term Progress Report after formal observation #2	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum	TPE 1 – 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 22 - 23: *Seminar- Fridays 12-4 pm	Assist 0 - 10% Teach 90 - 100% Formal Observation #3	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum edTPA: February-plan lesson segment for edTPA implementation week	TPE 1 – 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep

WK 24 : *Seminar- Fridays 12-4 pm	Assist 0 - 10% Teach 90 - 100% Formal Observation #4	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum edTPA: document edTPA implementation week, March	TPE 1 – 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
3/19 - 3/30 District SPRING BREAK 3/26 - 3/30 SDSU SPRING BREAK	Schedule Final Evaluation Meeting after formal observations are completed and prior to Spring break			
WK 25-29 4/2-4/27 SCHOOL RESUMES *Seminar- Fridays 12-4 pm	Teach 100% Formal Observation #5	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum	TPE 1 - 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 30-31 4/30-5/11 SDSU end of semester+++	Teach 100% Formal Observation #6	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum	TPE 1 - 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep
WK 32-35 Agreement to continue needed END OF SCHOOL YEAR FOR ALL STUDENTS	Teach 100%	Teacher Candidates are required to prepare, plan, and implement most instruction across the curriculum	TPE 1 - 6 TPE focus for spring to be determined collectively by teacher candidate, guide teacher, and supervisor	20 hours total per week <ul style="list-style-type: none"> • Class experience • Prep

8/26/2017