Clinical Practice Suggested Timeline (Traditional Candidates)

\* Document stored in binder throughout the phase | ^ Formal lesson plans must be submitted to the observer(s) at least 24 hours prior to the observation.

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| *Week* | *Teacher Candidate* | *University Supervisor* | *Cooperating Teacher* |
| 1 | **Tasks:** | **Tasks:**  Meet Teacher Candidate & Cooperating Teacher  Set an observation schedule | **Tasks:**  View PLNU training videos online and complete quizzes  Begin Virtual Master Teacher Training Through San Diego County Office of Ed.  Complete W-9  Weekly Progress Report\*  Begin co-planning with Teacher Candidate (Phase II) |
|  | Attend Clinical Practice Seminar |
|  | View training videos online and complete quizzes (Phase I) |
|  | Set an observation schedule |
|  | Begin co-planning with Cooperating Teacher (Phase II) |
|  | Complete Daily Lesson Plans |
|  | Submit the Confirmation Card & W-9 to Field Experience Coordinator |
| 2 | **Tasks:** | **Tasks:**  Review Clinical Practice Binder  In-Person Observation (Formative Assessment Summary\*)  Evaluate: Daily Lesson Plans in Taskstream | **Tasks:** |
|  | Begin co-planning with Cooperating Teacher (Phase I) | Begin co-planning with Teacher Candidate (Phase I) |
|  | Formal Lesson Plan\*^  Analysis & Reflection Conference Guide\*  Submit Daily Lesson Plans to University Supervisor by 5 PM Friday via Taskstream | Weekly Progress Report\*  Observation  (Pre-Assessment\* - e-mail survey) |
| 3 | **Tasks:**  Continue co-planning with the Cooperating Teacher | **Tasks:**  Review Clinical Practice Binder | **Tasks:**  Continue co-planning with Teacher Candidate  Complete Master Teacher Training with SDCOE |

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|  |  |  | Weekly Progress Report\* |
| 4 | **Tasks:** | **Tasks:**  Review Clinical Practice Binder  In-Person or SIBME Observation (formative Assessment Summary\*)  Midterm Assessment (e-mail survey)\*  Midterm Triad Conference  Evaluate Daily Lesson Plans in Taskstream | **Tasks:** |
|  | Continue co-planning with the Cooperating Teacher | Continue co-planning with Teacher Candidate |
|  | Formal Lesson Plan\*^  Analysis & Reflection Conference Guide\*  Midterm Triad Conference | Weekly Progress Report\*  Observation (Midterm Assessment\* - e-mail survey) |
|  | Submit Daily Lesson Plans to University Supervisor by 5 PM Friday via Taskstream | Midterm Triad  Conference |
| 5 | **Tasks:**  Continue co-planning with the Cooperating Teacher | **Tasks:** | **Tasks:**  Continue co-planning with Teacher Candidate  Weekly PRogress Report\* |
| 6 | **Tasks:**  Prepare for full responsibility teaching  Formal Lesson Plan\*^  Analysis & Reflection Conference Guide\*  Submit Daily Lesson Plans to University Supervisor by 5 PM Friday via Taskstream | **Tasks:**  Review Clinical Practice Binder  In-Person or SIBME Observation (Formative Assessment Summary\*)  Evaluate Daily Lesson Plan in Taskstream | **Tasks:**  Shift instructional planning responsibility to Teacher Candidate  Weekly Progress Report\* |
| 7 | **Tasks:**  Submit TPA 11:59 PM,  Thursday Night of Week 7  Conduct full responsibility teaching | **Tasks:** | **Tasks:**  Confer daily regarding responsibilities  Weekly Progress Report\* |
| 8 | **Tasks:**  Formal Lesson Plan\*^ | **Tasks:**  In-person Observation | **Tasks:**  Observation (Final |

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|  | Analysis & Reflection conference Guide\* | (Formative Assessment summary\*) | Assessment\* - e-mail survey) |
| Final Triad Conference  End-of-Placement  Reflections (e-mail  surveys)  Submit Daily Lesson Plans to University Supervisor by 5 PM Friday via Taskstream | Final Assessment (e-mail  survey)\*  Final Triad Conference  Dispositions Assessment  (e-mail survey)  End-of-Placement Reflection (e-mail survey) | Final Triad Conference  Disposition Assessment (e-mail survey)  End-of-Placement Reflection (e-mail surveys) |
| Submit documents to University Supervisor in Taskstream | Evaluate Daily Lesson Plans in Taskstream |  |
| 9 |  | **Tasks:**  Evaluate submitted documents on Taskstream  Enter grade |  |