



The California Commission on Teacher Credentialing requires all University Interns receive General Support and Supervision, and English Learner Support hours during their teaching assignment. We have broken down the hours based on what is already provided by your program and what is still needed from your Mentor Teacher on site. Below is a breakdown of the number of hours of support and supervision Mentor Teachers are required to provide to their intern based on the intern's course enrollment.

Required Support Hours from your mentor teacher for each semester of intern enrollment/program/course:

Program	Intern's Course Enrollment	General Support Hours	English Learner Hours	Min Hrs/sem
Education Spec	EDSP 586	3 hrs/wk	1 hr/wk	64
Education Spec	EDSP 587 or 588	2 hrs/wk	1 hr/wk	48
Multiple Subject	EDEL 572	2 hrs/wk	1 hr/wk	48
Single Subject	EDSS 473	2 hrs/wk	1 hr/wk	60

Below is a list of possible activities. Please note that there are traditional General Support and Supervision Activities, and additional activities that can also be counted towards your English Learner hours.

General Support and Supervision Activities:

- GS - Staff meetings, Grade Level or Department Meetings related to curriculum, planning, and/or instruction
- GS - New Teacher Orientation
- GS - Coaching (not evaluation) from Administrator
- GS - Logistical help before and during school year (bulletin boards, seating arrangements, materials acquisition, parent conferences, etc.)
- GS - Activities/workshops specifically addressing issues in the intern's classroom—co-attended by intern and support person(s)
- GS - Interactive Journal (Support/Supervisor and Intern)
- GS - Other, explain:

General Support and Supervision Tasks, which can also be counted towards English Learner Support:

- GS/EL - Content Specific Coaching (for example: math coaches, reading coaches, EL coaches)
- GS/EL - Co-planning with Special Educator or EL expert to address included special needs students and/or English learners
- GS/EL - Release time for participation in district meetings, group/regional group (ELAC, Council for Exceptional Children)
- GS/EL - Review/discuss test results with colleagues (CELDT and standardized tests)
- GS/EL - Classroom Observations and Coaching
- GS/EL - Demonstration Lessons and/or Co-teaching activities with mentor, coach, or program supervisor
- GS/EL - Intern Observation of other teachers and classrooms
- GS/EL - Email, Phone (voice, text), and/or video conferencing support related to observation, problem-solving, planning, curriculum and/or instruction
- GS/EL - Watching and discussing teaching videos with support person(s)
- GS/EL - Phone/Email Support Hotline
- GS/EL - Observe SDAIE/ELD lessons online or in person
- GS/EL - Weekly planning or review of plans with EL Authorized Credential Holder
- GS/EL - Editing work-related writing (letters to parents, announcements, etc.)
- GS/EL - Professional Literature/Research discussion groups facilitated by appropriately credentialed support person or program supervisor
- GS/EL - Other, explain:



Intern Support and Supervision Worksheet – Paper Log

In February you will receive access to **CSU: S4** online portal to log your hours. All activities must be entered into **CSU: S4** by the 5th of each month. Once you obtain access you can enter your hours daily, weekly, or at the end of the month. Upon completion of each month's activities you will submit your report online to your Mentor Teacher for approval. Your Mentor Teachers will receive a link to view all logged hours and must approve or respond by the 10^h of each month.

Spring 19 Support Hours – begin tracking effective 1/22/19 – 2/28. Log and submit hours by March 5th.

March 1 – March 29 – Log and submit hours by April 5th

April 1 – April 30th – Log and submit hours by May 5th

May 1 – May 24th – Log and submit hours by June 5th

Single Subject interns must continue until the end of your assignment.

All hours must be submitted prior to credential issuance in June.

General Support and Supervision Tasks:	Date (s)	Time Ex: 7:30 am – 8 am, 9:00 am – 10 am
GS - Staff meetings, Grade Level or Department Meetings related to curriculum, planning, and/or instruction		
GS - New Teacher Orientation		
GS - Coaching (not evaluation) from Administrator		
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GS - Activities/workshops specifically addressing issues in the intern's classroom— co-attended by intern and support person(s)		
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GS - Other, explain:		
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