EDSP 269 - FIELD EXPERIENCE IN THE PUBLIC SCHOOLS
Spring Semester 2018
Sections 1 & 2

I. COURSE INFORMATION

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Email is the best way to contact us; we will attempt to respond to all emails within 48 business hours.

Office Hours: By appointment only                          Monday 1-2 and Tuesday 3-4

Class Days/Times  School sites: Mondays through Fridays.
                            SJSU Seminars: Please see calendar below.

Seminar Location  Please see calendar below

The following health and safety items are required for Student Teaching (EDSP 269) and Externship (EDSP 278):

1. TB clearance within the past year (available at Health Services). Some sites require a 2-step test; they will let you know.
2. Hepatitis B vaccine (it's ok if you haven't finished the series by the time you start)
3. CPR certification
4. Basic Physical Exam (available at Health Services).
5. Supervisors expect you to have completed these items prior to starting.

Please come to the initial seminar with a copy of or access to the Syllabus and Handbook

Course Format
This course involves daily attendance at an assigned school site, participation in seminars at San José State, and completion of all required activities. Laptop, Internet access and software are required to complete this course. See Student Technology Resources below for available computer/laptop/device on campus.

Faculty Web Page and MYSJSU Messaging
Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on Canvas Leaning Management System course login website at http://sjsu.instructure.com. You are responsible for regularly checking with the messaging system through MySJSU at http://my.sjsu.edu (or other communication system as indicated by the instructor) to learn of any updates.

Course Description
This course is designed to provide the student with the opportunity to experience the delivery of clinical services in a public school setting. The student will be supervised by a licensed, certified speech-language pathologist in an itinerant and/or classroom setting with infants, toddlers, children and/or youth. The student will participate in school related activities, assist a master clinician in the diagnosis and treatment
of communication disorders, attend meetings, participate in family and student counseling, complete
documentation, assist with planning and experience all activities related to the effective management of a
clinical caseload in a public school setting. The duration of the practicum is one semester (1/24/18 to
5/14/18) five days per week to obtain the full semester units.

Course Learning Outcomes
Upon successful completion of this course, students will be able to:

1. Identify and demonstrate appropriate personal and ethical professional conduct, equity and social
   justice, reflective practice, and the unconscious expectation of academic excellence through
   professional presentation of self, honesty, fairness, responsibility, compassion, and valuing
   diversity, collaboration, and collegiality. (ASHA Standards IV-A-C, G)

2. Plan, conduct, and evaluate diagnostic procedures for speech-language disorders. (ASHA Standard
   IV-D)

3. Plan, conduct, and evaluate individual and group intervention procedures for speech-language
   disorders. (ASHA Standard IV-D)

4. Plan, conduct, and evaluate conferences that may include family members, teachers, and other
   professionals who are involved in the student’s IFSP/IEP program. (ASHA Standards IV-E-G)

5. Write reports and individual education plans and document students’ progress. (ASHA Standard V-A)

6. Understand and apply educational philosophy, structure, regulations, laws, and responsibilities.
   (ASHA Standards IV F-G, V-B)

7. Demonstrate the ability to administer and manage a speech-language program in a public school
   setting. (ASHA Standard IV-C-D, V-A)

8. Interact with other professionals in a collegial and productive manner. (ASHA Standards IV-D, V-A)

9. Accept responsibility to facilitate learning for all students. (ASHA Standard V-B)

ASHA STANDARDS
This course meets the following Standards for the Certification of Clinical Competence: (2016):

- **Standard IV-A:** The applicant must have demonstrated knowledge of the biological sciences,
  physical sciences, statistics, and the social/behavioral sciences. (CLO 1, 5)

- **Standard IV-B:** The applicant must have demonstrated knowledge of basic human communication
  and swallowing processes, including the appropriate biological, neurological, acoustic
  psychological, developmental, and linguistic and cultural bases. The applicant must have
  demonstrated the ability to integrate information pertaining to normal and abnormal human
  development across the lifespan. (CLO 1, 2)

- **Standard IV-C:** The applicant must have demonstrated knowledge of communication and
  swallowing disorders and differences, including the appropriate etiologies, characteristics,
  anatomical/physiological, acoustic, psychological, developmental, and linguistic and cultural
  correlates in the following areas of study ((1) articulation, (2) fluency, (3) voice and resonance, (4)
  receptive and expressive language in speaking, listening, reading and writing, (5) hearing and the
  impact on speech and language, (6) swallowing, (7) cognitive aspects of communication, (8) social
  aspects of communication, (augmentative and alternative communication modalities. (CLO 1, 7)

- **Standard IV-D:** For each of the areas specified in Standard IV-C, the applicant must have
  demonstrated current knowledge of the principles and methods of prevention, assessment, and
  intervention for people with communication and swallowing disorders, including consideration of
anatomical/physiological, psychological, developmental, and linguistic and cultural correlates. (CLO 2, 3, 4, 7, 8)

- **Standard IV-E:** The applicant must have demonstrated knowledge of standards of ethical conduct. (CLO 4)
- **Standard IV-F:** The applicant must have demonstrated knowledge of processes used in research and of the integration of research principles into evidence-based clinical practice. (CLO 4 -6)
- **Standard IV-G** The applicant must have demonstrated knowledge of contemporary professional issues. (CLO 4,6)
- **Standard V-A:** The applicant must have demonstrated skills in oral and written or other forms of communication sufficient for entry into professional practice. (CLO 5, 7, 8)
- **Standard V-B:** The applicant for certification must have completed a program of study that includes experiences sufficient in breadth and depth to achieve the following skills outcomes; evaluation, intervention, interaction and personal qualities. (CLO 6, 9)

**Dispositions for Student Teaching**

Graduates from SJSU Communicative Disorders & Sciences Department will evidence a professional and personal commitment to ethical conduct, equity and social justice, reflective practice, and the “unconscious expectation of academic excellence." Professional dispositions are evidenced as follows:

- Commitment to ethical conduct: candidates demonstrate professional presentation of self, honesty, fairness, responsibility, compassion, collaboration, and collegiality.
- Commitment to equity and social justice: candidates recognize and oppose social injustice in themselves, their institutions and professional environment.
- Commitment to reflective practice: candidates systematically and regularly reflect on their practice with an aim to continuous improvement.
- Commitment to the belief that every person can learn to use his/her mind well: candidates value diversity and accept responsibility to facilitate learning for all students.

**Course Requirements and Assignments**

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities including but not limited to internships, labs, clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.

More information can be found at:

- Office of Graduate and Undergraduate Programs’ [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/)

**Assignments.** See the attached Course Schedule for dates and Assignment Description for specific instructions/rubrics.

- Daily attendance and punctuality at assigned schools. Excessive and/or repeated absences may result in a B- or lower for the practicum.
o **Attendance at and participation** in ALL seminars in Sweeney Hall. Please see calendar below for dates. Please arrive early to begin promptly at the designated times listed below.

o **Weekly reflections** emailed to your SJSU supervisor summarizing activities of the week, questions, and other thoughts pertinent to your placement.

o **Reflections on Professional Issues videos.** This should include a brief summary of some points that you considered important and your view of this information for your internship placement and your future as a SLP. See links and due dates in the course calendar. (1-2 pages in length)

o **Portfolio.** Students are required to produce a portfolio that includes the following:

1. Resume/Vita
2. Two letters of recommendation. Please include at least one letter of recommendation from a faculty member in CD&S who can speak to your academic skills and one from a clinical supervisor.
3. Two sample lesson plan – Please remove names of clients.
4. Sample IEP – Please remove names of clients and all identifying information such as parents’ names, addresses, etc.
5. Two sample speech and language reports – Please remove names of clients and all identifying information such as parents’ names, addresses, etc. Reports must have been generated during your student teaching experience.
6. Three sample activities and/or materials. Provide a summary of how the activities were used and for what purpose(s). When possible, include a rationale with evidence to support your use of the materials/activities.
7. These indexed binders are **due on the day of the last seminar (May 14).** Material that is not presented in a professional manner will not be accepted and may result in an Incomplete until revised and submitted in a professional format.

**Grading**

Your letter grade is based on the following scale.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>100% to 98%</td>
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<tr>
<td>A</td>
<td>97% to 94%</td>
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<tr>
<td>A-</td>
<td>93% to 90%</td>
</tr>
<tr>
<td>B+</td>
<td>89% to 87%</td>
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<tr>
<td>B</td>
<td>86% to 84%</td>
</tr>
<tr>
<td>B-</td>
<td>83% to 80%</td>
</tr>
<tr>
<td>C+</td>
<td>79% to 77%</td>
</tr>
<tr>
<td>C</td>
<td>76% to 74%</td>
</tr>
<tr>
<td>C-</td>
<td>73% to 70%</td>
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<tr>
<td>D</td>
<td>69% to 60%</td>
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<tr>
<td>F</td>
<td>59% &amp; below</td>
</tr>
</tbody>
</table>

The evaluation for grading is based on the following:

1. Observations by the site supervisor (70%)
2. Observations by the university supervisor (5%)
3. Reports from other school personnel (principal, teachers, etc.) (5%)
4. Written reports and plans submitted (5%)
5. Participation at monthly seminars. (5%)
6. Weekly reflections (5%)
7. Submission of all paperwork in a timely fashion, according to the guidelines of the site and SJSU supervisor (5%)

Absences from your placement and/or seminar are permissible in cases of documented illnesses and/or emergencies. For illnesses, documentation must be in the form of a written note from your personal
physician. For personal or family-related emergencies, an appropriate verification of the absence will be required. Documentation must be procured within one week of the missed session/seminar.

**Grade Appeals**: Grade appeals must be a written argument substantiated with evidence and citations (if necessary). Grade appeals are due one week from when the assignment is returned.

**Incomplete Work**: The symbol “I” (Incomplete Authorized) indicates that a portion of required course work has not been completed and evaluated in the prescribed time period due to unforeseen, but fully justified, reasons and that there is still a possibility of earning credit. The student must not re-enroll in the course. It is the responsibility of the student to bring pertinent information to the instructor and to reach agreement on the means by which the remaining course requirements will be satisfied. A final grade is assigned when the work agreed upon has been completed and evaluated.

A notation of “Incomplete” may be given in lieu of a final grade to a student who has carried a passing grade for a significant part of the course but, because of illness or other unusual and substantiated cause beyond the student’s control, has been unable to take or complete the final examination or some other limited amount of term work. An incomplete is not given unless the student can prove to the instructor that he/she was prevented from completing course requirements for just cause as indicated above, and is not assigned on the basis of poor academic performance.

**Remediation**: Please refer to the Handbook for this course regarding remediation procedures.

More guidelines on grading information and class attendance can be found from the following two university policies:


**II. UNIVERSITY POLICIES**

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' Syllabus Information web page at [http://www.sjsu.edu/gup/syllabusinfo/](http://www.sjsu.edu/gup/syllabusinfo/)

**III. COLLEGE AND DEPARTMENTAL POLICIES**

**COE Vision Statement**

The Lurie College of Education at San José State University is a professional community of students, faculty, and staff engaged in supportive partnerships to serve a community of culturally diverse children, youth and families by pursuing scholarly and reflective inquiry, promoting, enhancing and increasing access to a quality, lifelong education. Faculty, staff, and graduates are compassionate professionals who interact in ethical ways and are mindful of our roles and responsibilities in a democratic society.

**COE Mission Statements**

The mission of the Lurie College of Education is to prepare educators who will enhance the quality of education for all students in our culturally diverse, technologically complex world.

Our basic values:

- Respect and appreciation for diversity
- Promotion of equity and access to quality education
- Excellence through scholarly activity and reflective professional practice
- Continual professional and personal growth
- Ethical, collegial, and humane interpersonal relationships as a basis for community
CD&S Department Vision Statement
Utilizing faculty expertise, the Department of Communicative Disorders and Sciences will be known for its rigorous education, innovative models of clinical preparation, scientific contributions, and a resource for professional development in service to our increasingly diverse community.

CD&S Department Mission Statement
The Mission of the Department of Communicative Disorders and Sciences is to provide rigorous academic and clinical preparation to students seeking careers working with individuals with communication disorders, and their families. We are guided by a commitment to scholarly research and principles of evidence-based practice. Our graduates will adhere to the highest ethical standards in serving the needs of our culturally and linguistically diverse community.

HIPPA / FERPA Policy
Students will be considered members of the clinic / school workforce under regulations established by the Health Insurance Portability and Accountability Act (HIPAA) and Family Educational Rights and Privacy Act (FERPA). Students will adhere to these policies in all situations.

Confidentiality
All clients have the right to confidentiality. Students are not to discuss cases outside of the Communicative Disorders & Sciences Clinic or in public access areas within CD&S (e.g., restrooms, hallways, observation booths, elevators, teachers’ lounges, etc.). Known violations of confidentiality will result in a stern reprimand. Serious and/or repeated violations will warrant referral to the Chair of the Communicative Disorders & Sciences Department for disciplinary action.

Grievances
When a dispute arises between a student and faculty member regarding a grade, academic honesty, academic freedom, mistreatment, or another matter, the student’s first responsibility is to arrange an appointment with the faculty member to discuss the issue. If mutual satisfaction is not reached in this manner, the next step is to arrange an appointment with the CD&S Department Chair who will work to resolve the dispute. Should the Department Chair be unsuccessful in attempts to mediate, a set of policies and procedures have been implemented by the Lurie College of Education (LCOE) to successfully resolve such issues. These student dispute policies are available on the LCOE website: http://www.sjsu.edu/education/docs/StudentDisputes.pdf.

The Department of Communicative Disorders and Sciences at SJSU expects students to follow the grievance policies and procedures of the Department, LCOE, and SJSU. If concerns still exist, students may contact the Council on Academic Accreditation at the ASHA Action Center (1-800-498-2071). Further information may be found on the ASHA website (www.asha.org) under the ASHA Procedures of Complaints against Graduate Education Programs document. Chapter 4 includes specific information regarding academic grievance.
**Spring 2018 CALENDAR**

Subject to change with appropriate notice.

<table>
<thead>
<tr>
<th>Date</th>
<th>Room</th>
<th>Subject</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, January 25</td>
<td>SH 231</td>
<td>Seminar topic – Professional Issues</td>
<td>Watch and summarize</td>
</tr>
<tr>
<td>3:00-4:00PM</td>
<td></td>
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<td>- Collaboration with SLP and School Psych: <a href="https://youtu.be/HAg_w1oLCs">https://youtu.be/HAg_w1oLCs</a></td>
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<td></td>
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<td>- Jennifer Oien and Teresa Elliott</td>
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<td>Due – Friday 2/2 by 5:00PM</td>
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<tr>
<td>Thursday, February 15</td>
<td>SH 231</td>
<td>Seminar topic - IEP Process in Public Schools</td>
<td>Watch and summarize</td>
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<td>3-4PM</td>
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<td>- Public Schools Part I: <a href="https://youtu.be/mqEs24R1hN8">https://youtu.be/mqEs24R1hN8</a></td>
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<td>- IEP etc. Carol Zepecki</td>
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<td>Due – Friday 2/16 by 5:00PM</td>
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<tr>
<td>Thursday, March 15</td>
<td>SH 431</td>
<td>Seminar topic – Materials Sharing</td>
<td>Watch and summarize</td>
</tr>
<tr>
<td>3-4PM</td>
<td></td>
<td></td>
<td>- Common Core State Standards with Ann England: <a href="https://youtu.be/_VVe9MlSp74">https://youtu.be/_VVe9MlSp74</a></td>
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<td></td>
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<td></td>
<td>- Information about interprofessional focus. Also talks about autism</td>
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<td></td>
<td>Due – Friday 3/16 by 5:00PM</td>
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<tr>
<td>Thursday, April 19</td>
<td>Room 231</td>
<td>Seminar Topic – Ethics and ASHA Certification</td>
<td>Watch and Summarize</td>
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<tr>
<td>3-4PM</td>
<td></td>
<td></td>
<td>- Day in Life of SLP in Schools: <a href="https://youtu.be/aw6bSqq5400">https://youtu.be/aw6bSqq5400</a></td>
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<td>- Lisa D’Angelo</td>
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<td>Due – Friday 4/20 by 5:00PM</td>
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<tr>
<td>Week of May 14</td>
<td></td>
<td>Individual meetings with SJSU supervisor to submit</td>
<td>- Portfolios and paperwork due at that time.</td>
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<td>all paperwork for course.</td>
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Week of May 14

Individual meetings with SJSU supervisor to submit all paperwork for course. Portfolios and paperwork due at that time.
## FORMS TO COMPLETE FOR SCHOOL PRACTICUM

All forms are included in the School Practicum Handbook. Electronic versions of forms are also available.

<table>
<thead>
<tr>
<th>Form</th>
<th>To be completed by</th>
<th>Submit to</th>
<th>Submit on</th>
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<tbody>
<tr>
<td>Initial Meeting Form</td>
<td>Student</td>
<td>Site Supervisor</td>
<td>During initial meeting</td>
</tr>
<tr>
<td>Practicum Commitment Form</td>
<td>Student &amp; Site Supervisor</td>
<td>SJSU Supervisor</td>
<td>Two weeks after start date</td>
</tr>
<tr>
<td>Work Schedule and Information Form</td>
<td>Student</td>
<td>SJSU Supervisor</td>
<td>Two weeks after start date</td>
</tr>
<tr>
<td>Clinical Hours Tracking Form</td>
<td>Student</td>
<td>SJSU Supervisor after Site Supervisor endorsement</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Record of Supervised Clinical Experience</td>
<td>Student</td>
<td>SJSU Supervisor after Site Supervisor endorsement</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Clinician Competencies Form</td>
<td>Site Supervisor</td>
<td>SJSU Supervisor after student endorsement</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Semester Self-Rating of Practicum Form</td>
<td>Student</td>
<td>Site Supervisor</td>
<td>At final meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SJSU Supervisor</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Student Evaluation of Site/Supervisor Form</td>
<td>Student</td>
<td>SJSU Supervisor</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Site Supervisor/Student Evaluation of SJSU Supervisor Form</td>
<td>Student &amp; Site Supervisor</td>
<td>SJSU Supervisor</td>
<td>Within 1 week of completing practicum</td>
</tr>
<tr>
<td>Practicum Remediation Plan</td>
<td>Student, Site Supervisor, SJSU Supervisor</td>
<td>SJSU Supervisor</td>
<td>As agreed upon</td>
</tr>
</tbody>
</table>