



# Mount Saint Mary's University

## LOS ANGELES

Spring 2021

Dear Colleague,

Thank you for welcoming a Mount Saint Mary's University pre-service credential candidate into your synchronous instruction for our course, Elementary Curriculum: Theory and Practice (EDU 150/250). The course requires up to 50 hours of observation during the period of January – May 7, 2021, during instruction across the curriculum. Our candidate will observe on pre-scheduled visits and will benefit enormously from working with you.

The course requires that the **candidate** do the following:

1. Sign-on using provided invite to synchronous instruction. Mute mic and enter without video unless your cooperating teacher asks you to unmute and/or share video. If possible, change your screen identity to MSMU Candidate
2. Maintain a log of each week and request signature of the cooperating teacher on this log at the end of the semester
3. Observe social and academic interactions of the full range of learners including a student with special needs and an English learner within the class
4. Have a brief conversation with the cooperating teacher about students' assets and needs by phone or email
5. Complete focused observations about the range of learners

A **Cooperating Teacher's** participation includes the following:

1. Provide the invite(s) needed to join synchronous instruction as a guest
2. Modeling best teaching practices in the on-line setting
3. Assist the candidate by identifying the full range of learners, students' needs and assets in a brief phone or email exchange
4. Signing the log sheet at the end of the semester

This early fieldwork experience is an integral part of our teacher preparation program. Opportunities for authentic observation of teaching and learning a crucial to preparing candidates during these very unusual times. We value having the opportunity for the students to work with an exemplary teacher. Thank you for your assistance with this early fieldwork placement. If you have any questions, please call me at (213) 477-2988.

Sincerely,  
Kelli Agner  
Fieldwork Coordinator  
Education Department