

**COURSE SYLLABUS COVER SHEET**  
 Lewis & Clark College  
 Graduate School of Education and Counseling

Course Name and Number	School Psychology Internship CPSY 586
Term	Fall, 2011; Spring and Summer, 2012
Department	Counseling Psychology/ School Psychology
Faculty Name	Section 01: Ruth Gonzalez, PhD; NCSP Section 02: Colleen Hanson, EdD Office: Rogers, #422

**Catalog Description:**

Supervised experience as a school psychologist. Direct weekly supervision is provided by a field-based licensed school psychologist and indirect supervision by the course instructor. Interns provide school psychology services in consultation, counseling, assessment, intervention development, and program evaluation with K-12 students in special and regular education settings. Regular seminar meetings allow for group supervision and the examination of legal, ethical, and professional issues. A comprehensive examination of school psychology is included. 7 semester hours over the course of a year.

**Guiding Principles/Standards Addressed in Course:**

Guiding Principles/Standards	
Learning Environments Create democratic learning communities in which caring, equity, social justice, and inclusion are practiced and diverse perspectives, supported.	X
Content Knowledge Integrate fundamental and emergent components of disciplinary knowledge in ways that extend learners' experience and enhance their own and students' capacity to solve problems.	X
Teaching Approaches Engage students and school personnel in meaningful learning experiences responsive to individual differences, interests, developmental levels, and cultural contexts.	X
Connection to Community Design educational activities that cultivate connections between learners and their communities and region.	X
Educational Resources Incorporate a wide range of teaching and technological resources from the school and community into experiences that support learning.	X
Assessment Assess, document, and advocate for the successful learning of all students and school stakeholders.	X
Research and Reflection Adopt habits of personal and scholarly reflection that examine professional practice and lead to systemic renewal.	X
Leadership and Collaboration Lead and collaborate with others to plan, organize, and implement educational practices and programs that confront the impact of societal and institutional barriers to academic success and personal growth.	X
Professional Life Pursue a professional identity that demonstrates respect for diverse peoples, ideas, and cultures.	X

**Authorization Levels:**

This course addresses preparation at specific authorization levels through readings and in-class discussions (indicate with an "R" in the appropriate box) and/or through a practicum experience (indicate with a "P" in the appropriate box).

<b>Early Childhood:</b> Age 3-4 <sup>th</sup> Grade	P, R
<b>Elementary:</b> 3 <sup>rd</sup> -8 <sup>th</sup> Grades in an Elementary School	P, R
<b>Middle Level:</b> 5 <sup>th</sup> -9 <sup>th</sup> Grades in a Middle or Junior High School	P, R
<b>High School:</b> 7 <sup>th</sup> -12 <sup>th</sup> Grades in a Mid- or Sr.-High School	P, R

## COURSE SYLLABUS

**CPSY 586**

**2011-2-12**

Lewis & Clark College  
Graduate School of Education and Counseling

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### **Catalog Description:**

Supervised experience as a school psychologist. Direct weekly supervision is provided by a field-based licensed school psychologist and indirect supervision by the course instructor. Interns provide school psychology services in consultation, counseling, assessment, intervention development, and program evaluation with K-12 students in special and regular education settings. Regular seminar meetings allow for group supervision and the examination of legal, ethical, and professional issues. A comprehensive examination of school psychology is included. 7 semester hours over the course of a year.

### **Textbooks:**

(opt)Canter, A.S. & Carroll, S.A. (Eds). (2005). *Helping children at home and at school III*. Bethesda, Maryland: NASP.  
Thomas, A. & Grimes, J. (Eds.) (2008). *Best practices in school psychology V*. Bethesda, Maryland: NASP.  
Both of these texts can be ordered at nasponline.org. There is a significant discount for NASP members.

### **Course Description:**

The internship experience is designed to provide students with the final year of training to obtain the EdS in School Psychology and/or eligibility for licensure in Oregon and national certification through the National Association of School Psychologists. Interns function as practicing school psychologists in a K-12 school environment, under the close supervision of licensed, experienced school psychologists on-site and on campus. Interns will provide school psychology services in consultation, counseling, assessment, intervention development, and program evaluation. Regular on-campus seminar meetings allow for group supervision and for instruction in a variety of current issues. Cultural diversity issues will be interwoven through professional case presentations. Legal, ethical, and professional standards will be addressed throughout the course. In addition, as the year progresses and interns near completion of their training, assistance in preparing for the job search process will be provided.

### **Goals:**

- Students will complete a 1200-hour internship in the public schools. These 1200 hours will include at least 50 hours at preschool, 100 hours at the elementary level, and 100 hours at the secondary level. Students must complete at least 100 hours of consultation and 50 hours of counseling. Assessment work is to be no less than 20% and no more than 40% of the internship experience.
- Students will weekly receive at least two hours of supervision with on-site supervisors throughout the year and complete class time for group supervision with the Lewis and Clark supervisors. This will allow ample opportunity to discuss the process of developing independent skills to become a school psychologist.
- Students will complete all paperwork to complete graduation and licensure requirements.
- Students will develop a professional portfolio.
- Students will become familiar with district, state, and national norms for assessment, consultation, and counseling.
- Students will complete reports of the students they assess; all reports must be co-signed by site supervisors. At least three reports will be turned in to instructors. One will include a formal case presentation. Reports will include interventions and recommendations that are guided by assessment results.
- Students will perform a consultation/efficacy study, showing the results of their interventions on one individual or specific group. A written report and on oral presentation will be required.
- Students will participate in case presentations weekly.
- Students will develop a topical presentation for class and an inservice for school staff.

The following NASP training domains will be addressed:

- 2.1 Data-based decision making and accountability
- 2.2 Consultation and collaboration
- 2.3 Effective instruction and development of cognitive/academic skills
- 2.4 Socialization and development of life skills
- 2.5 Student diversity in development and learning
- 2.6 School and systems organization, policy development and climate
- 2.7 Prevention, crisis intervention and mental health
- 2.8 Home/school/community collaboration
- 2.9 Research and Program Evaluation
- 2.10 School Psychology Practice and Development
- 2.11 Information Technology

**Non-Discrimination Policy and Special Assistance:** Lewis & Clark College adheres to a nondiscriminatory policy with respect to employment, enrollment, and program. The College does not discriminate on the basis of race, color, creed, religion, sex, national origin, age, handicap or disability, sexual orientation, or marital status and has a firm commitment to promote the letter and spirit of all equal opportunity and civil rights laws. If you need course adaptations or accommodations because of a disability and/or you have emergency medical information to share please make an appointment with the instructor.

**Course Structure:** The internship class is a year-long class. The on-campus seminar is offered on Friday mornings. Part I is offered in the fall for four semester hours. Part II and III are offered in the spring and summer for three total semester hours and will continue what was begun in the fall. There are two sections for the course with a maximum of 10 interns per section. Usually, the sections meet together from 9:00-10:00 for special topic presentations. From 10:00-11:00, interns will make formal case presentations in their separate sections; from 11:00-1:00, group supervision will occur. After class, there will also be time for individual consultation with the college supervisors. If the on-campus seminar is not held, interns are expected to be on-site in their district for the entire school day.

Interns will meet together with their Lewis and Clark campus supervisor and their site supervisor(s) a minimum of one time for individual supervision in the early fall semester and thereafter as needed to meet individual learning goals as determined by either supervisor or by student request. There will be at least one on-site meeting during the fall semester, including the intern, the on-site supervisor, and the campus supervisor.

**Professional Standards:** Interns are expected to follow professional standards, including adherence to legalities and ethics. In addition, interns need to show a respectful demeanor towards students, parents, professional peers, and others. Professional dress is expected. Interns need to be timely in completing work; they must honor class attendance and hours. Department policy is that students may miss one class each semester, with appropriate make-up work, but if two classes are missed, the student is in danger of failing the class. If Interns miss or are tardy for a class, their grade will be impacted and they need to discuss required make-up work with the campus supervisor. Interns are expected to use appropriate professional tools, including technological tools, as needed and appropriate. Interns are expected to be aware of and respect diversity and multicultural issues. Please see the attached form for grading standards.

#### **Assignments:**

##### **1. Reports: Assessments/Interventions:**

Interns are expected to gain experience with a wide variety of students, ages 3-21, throughout the year. At a minimum, interns will complete three full assessments (one in the fall, two in the spring) and will follow most of these cases from the time of the initial referral through intervention (or IEP) and follow-up stages. These three assessment/intervention reports and appropriate rewrites will be reviewed and graded by the LC campus supervisor. Please note that ALL reports generated by interns over the course of the internship will be reviewed, edited and co-signed by the primary on-site supervisors.

Interns should seek to assess children with a variety of possible disabilities, including Specific Learning Disabilities, Mental Retardation, and Emotional Disabilities. In addition, interns should look for opportunities to assess children who may be Gifted, Autistic/PDD, Other Health Impaired, or Traumatic Brain Injury. All identifying information must be removed from the final reports that go in your portfolio, but identifying information may be included in the reports you give your Lewis and Clark supervisor. Please see page 7 for further description.

2. **Consultation / Efficacy Report on Effects on Student Learning and/or Environment (SP Internship Form 7).** Please see page 8 of this syllabus for a description. A written report consisting of at least 5-8 pages is required.

### 3. Presentations:

**Informal Presentations:** Each week, during group supervision, each intern is expected to come prepared to informally present information on cases (response to interventions, counseling, assessment, and consultation) on which they are working. The purpose of these informal presentations is to receive feedback and support from the cohort and college supervisor.

**Formal Case Presentations:** In addition to these weekly discussions, one formal case presentation will be required each semester. Specific dates will be assigned for the presentations. These presentations will include:

- a. One formal presentation of an assessment/Intervention case is required in the fall. It consists pertinent information from the written report. Please see page 7 of this syllabus for a description.
- b. One formal presentation of a consultation/efficacy case is required in the spring. Please see the details on page 8. Please note that we would expect that you would start the consultation relationship during the fall semester and start documenting the background and your process. Your presentation will include a narrative description of the written report. Also included in your report must be a reflection on what you learned from the consultation, including what was successful and what you would change. When you present, please bring copies of any tools (observation forms, etc) that you used in your consultation.

**4. Topic Presentation:** Each intern is expected to choose a topic pertinent to school psychology and present in the Fall Semester. Copies of a one-page summary, with references in APA style, will be provided to the entire cohort. Topics from Best Practices V are acceptable. All other topics must be approved by the LC supervisor.

**5. In-service:** Interns are required to plan and provide at least one in-service training/workshop during the school year. This in-service may be provided to any group associated with your school. Interns will provide brief summaries to both site and college supervisors of the in-service along with supplementary handouts, including the specific goals, the invitation/announcement to attend and the feedback/evaluations forms completed by the members in attendance. Be prepared to share results and handouts during section meetings.

**6. Log of activities and hours:** Interns must document (in hard copy) that they have met at least the following hour requirements:

1200 hours of internship related activities

100 hours in an elementary setting; 100 hours in a secondary setting; 50 hours in a preschool setting; settings are those defined by your school district

100 hours of consultation; 50 hours of counseling

100 hours with "regular" education students

\*\* 2 hours a week of individual on-site field supervision, at least one of which must be with your primary on-site supervisor and consists of regularly scheduled, dedicated time to supervision. The second hour may be with your primary or secondary on-site supervisors. **This requirement is not met in informal, brief supervisory communications and is expected to be uninterrupted by phone calls or other activities of the supervisor or intern.** These meetings are expected to be scheduled regularly on a weekly basis. If one of you must miss the meeting due to illness or other crisis, the meeting time must be rescheduled during the week.

**Logging requirements:** Document everything you do on the job and who you are working with including students, teachers, parents, school staff, outside agencies, etc. This would include anything you do for your job including consultation, counseling, assessments, class work, supervision, emailing, researching topics, review of records, and so forth. In addition, a final one-page summary of your hours is required at the end of the fall semester (Dec. 9) and at the end of the year (May 4). (See SP Internship Form 4.)

### 7. Portfolio:

Prior to program completion, each intern will turn in a copy of their portfolio to the CPSY Administrative Assistant which must include an updated resume, two up-to-date letters of reference, copies of all fall and spring forms (#1-10), your best report(s) with names removed, insurance information, an assessment report with identifying information removed, your consultation report with names removed, and any other documentation from internship that you might want to include. Items may include but are not limited to work samples, presentations you have given, behavior plans that you have written, your consultation and inservice reports, and/or notes of thanks from teachers, parents, or students. You may also include a section from practicum. You might include documentation of professional conferences and inservices attended

#### **8. Praxis II**

Complete the Praxis II. This will fulfill the requirements of a comprehensive examination.

**Fall Calendar:**

<b>Date:</b>	<b>Due:</b>	<b>Overlap Topic:</b>
Sept. 9		Coordination of long-distance internship practice
Sept. 16	Bring Internship Handbook to class (the 2011-2012 edition on website)	Check-ins Syllabus and new Handbook
Sept. 23	Handbook Your supervisor's phone number and a good day/time for meeting in September or October.	Forms for Handbooks/Ethics Sign up for topical and case presentations How to make Case Presentations Sign up for joint supervisor meetings for Sept./ Oct
Sept. 30	A copy of a report by your supervisor, with identifying information deleted	Reports
Oct. 7		Threat Screening/Crisis (Dr. Gonzalez)
Oct. 14	Topical Presentations	Administrator Presentation
Oct. 21	-----OSPA Conference-----	
Oct. 28		Nuts and Bolts of being a school psychologist (Dr. Hanson)
Nov. 4	Read JB Hale article on IDEA	Identifying Disabilities
Nov. 11	Report #1	Sharon Chinn
Nov. 18	Assessment Presentation with report	
Dec. 2	Samples of FBA/PBS	FBA/PBS
Dec. 9	All reports and forms	Meet with LC Instructor individually
Dec. 16		Meet with LC Instructor individually

A spring calendar will be confirmed before Winter Break. It will include meetings with the Registrar and with 2<sup>nd</sup> year students. Tentative dates include: Jan. 13, 27; Feb. 3, 17; March 2, 16; April 6, 20; May 4, 18. Commencement June 3.

**Grading and when material is due:**

**Note: You will lose one point for every day that any one assignment is late.**

	Points:	Due:
<b>FALL:</b>		
Assessment Report #1	30 points	Nov. 11; Rewrite Dec. 2
Assessment Presentation	30 points	Nov. 18 and Dec. 2
Topical Presentation	20 points	Oct. 14 – Nov. 18
Meeting with LC Supervisor		Dec. 9 and 16
with all paperwork complete	20 points	
SP Internship Form 2: Daily Log for fall		
SP Internship Form 3: Summary of Hours		
SP Internship Form 4: Student Evaluation- NASP Domains (student)		
SP Internship Form 4: Student Evaluation- NASP Domains (site supervisor)		
SP Internship Form 4: Student Evaluation –NASP Domains (LC supervisor)		
SP Internship Form 5: Student Evaluation- Professional Standards (student)		
SP Internship Form 5: Student Evaluation- Professional Standards (site supervisor)		
SP Internship Form 5: Student Evaluation- Professional Standards (LC supervisor)		
SP Internship Form 10: Fall Semester Completion		

<b>SPRING:</b>		
Assessment Report #2	20 points	Jan. 27
Assessment Report #3	20 points	Mar. 2
Consultation Report/Presentation	30 points	Mar. 16
Inservice Presentation	10 points	Apr. 20
Meeting with Supervisor		May 20
with all paperwork complete	20 points	
SP Internship Form 2: Daily Log for spring/summer		
SP Internship Form 3: Summary of Hours for spring/summer and for whole year		
SP Internship Form 4: Student Evaluation- NASP Domains (student)		
SP Internship Form 4: Student Evaluation- NASP Domains (site supervisor)		
SP Internship Form 4: Student Evaluation –NASP Domains (LC supervisor)		
SP Internship Form 5: Student Evaluation- Professional Standards (student)		
SP Internship Form 5: Student Evaluation- Professional Standards (site supervisor)		
SP Internship Form 5: Student Evaluation- Professional Standards (LC supervisor)		
SP Internship Form 6: Student Evaluation- Essay		
SP Internship Form 7: Effects of Student Learning/Environment		
SP Internship Form 8: Site Evaluation		
SP Internship Form 9: Exit Interview		
SP Internship Form 11: Program Completion		
Proof of Passing Praxis II		
Copy of Portfolio		

Intern: \_\_\_\_\_

## Rubrics for CPSY 586, 2011-2012

### Assessments and Interventions Presentations:

**Written Report** Child/Date \_\_\_\_\_

Demographic Information (name, date, CA, grade, school) (your own info: title, name, date)

Reason for Referral

Background Information (Formal intro to child with description; education history (including number of schools and retention) and current status, including past testing/placement; family and health history, (hear screen, general health issues, medications, counseling history) attendance/discipline issues)

Interventions tried/results

Observations (assessment, in class, unstructured time)

Interviews (parent, teacher, child)

Test Results (tables, scores/percentile ranks, classification of scores, conf. intervals, statement of reliability and validity. Comparison to previous testing)

Integrated interpretations of assessment results (brief description of strengths/weaknesses; give ipsative as well as group norming comparisons; if SLD note processing deficit as well as academic impact; if MR suspected add adaptive behavior results)

Summary- answer referral question; brief, review of each section, nothing new that hasn't already been discussed in report)

Interventions/ Recommendations (clarity, covers processing deficits and academic and social/behavioral, and emotional issues)

Signature Block

(date; your name, title, phone, and your supervisor's name, title, phone)

Technical qualities:

Clarity, organization, grammar, language, list of assessment tools

Please note: You will have the opportunity to do one rewrite on your report, which will be graded. Additional rewrites will not be accepted. A new report will be required instead. You are required to have your site supervisor read and edit reports before turning them in to us.

**Oral Report/Date**

Clarity/Organization

Concise Critical Elements

Relational Affect: (know your audience, show empathy and eye contact; collegiality)

Intern \_\_\_\_\_

### Rubrics for CPSY 586, 2011-2012

**Consultation/Efficacy Case Presentation/ Date:**

Teacher interview:

Observations:

Well-integrated, on-going treatment Plan

Description of child/issues/interventions

Description of measurable results (eg: a review of records, (attendance, discipline, grades, standards, standardized testing)

Bibliography (APA style) including at least three readings or resource materials; including at least one chapter from Best Practices V.

Summary of work to date and future plans:

Stages:

- Referral
- Problem identification and analysis
- Intervention planning
- Intervention monitoring
- Personal reflection
- Tools

Note: Please work with your site supervisor to determine whether written parent permission and/or and IEP review are required for this project. This project addresses NASP Domains regarding integrated practice.

Oral report:

**Topical Presentation:**

Date/ Topic

Organization

Handouts

**Inservice Presentation:**

Date:

Topic/Audience:

Clarity/Organization

Handouts with APA references

Goals

Feedback Forms

This is an addendum to the syllabus written for CPSY 586 in the fall of 2011.

Students are expected to be in class on the following Fridays in Rogers Hall from 9:00 to 1:00; January 20, February 3 and 17, March 2 and 16, April 6 and 20, and May 11 and 18. One additional meeting will be determined by the class.

A new Internship Comprehensive Candidate Evaluation tool is being developed by the school psychology faculty team. A draft will be available in class in January. Class assignments and scoring are very similar to those described in Fall, 2011. The Comprehensive Candidate Evaluation tool has been developed to comply with NASP requirements. The class assignments are closely related to the CCE, but are not identical. Interns need to complete all assignments and all components of the CCE.

The CCE consists primarily of four Key Assessments that will be used in documenting our work for NASP and other work that helps you prepare for state licensure, national certification, finding a job, and practicing as a first-year professional.

The Key Assessments for the Internship Year include

Key Assessment #1: The Praxis II. Scores will be documented for each of the six subsections as well as the overall score.

Key Assessment #4: The site supervisor evaluation of the intern's work.

Key Assessment #5: Part 1: Assessment and Interventions

Part 2: Consultation

a. Topical Presentation

b. Inservice

c. Individual child

Part 3: Counseling

Key Assessment #6: Efficacy Report

Other work

Copy of your first-year portfolio with syllabi from the past three years.

Copy of your second year portfolio, including a site supervisor evaluation and your site agreement.

An internship portfolio, consisting of

- A current resume
- Three letters of recommendation from professionals
- A copy of your daily logs, which will be returned to you.
- A sample of case notes from counseling or consultation.
- Your summary of hours form
- Two forms from NASP indicating completion of internship and of the program
- An evaluation of your site and supervisor
- Documentation of the Lewis and Clark Exit Survey.
- Samples of an assessment report with interventions, with all identifying information deleted.
- Work samples of consultation (topical, inservice, and individual cases) with identifying information removed.
- Your efficacy report, without identifying information.
- Documentation of professional insurance.

- A copy of your site agreement.
- Your internship Individual Data Form.
- Any other documentation or work sample that interests you.