Hello,

I hope you are doing well. As we continue to update you on student teaching and Covid19, please know that your health and safety are the upmost of importance to us. I urge you to stay abreast of information by checking your Texas State University email. We know the situation is fluid and there are questions on how school closures impact student teaching.

This letter is to give you an update of student teaching for this semester from what we know now. A version of this letter will be shared with the district HR Student Teaching Placement specialist, your faculty supervisor, and the campus principal. Please initiate sharing this information with your cooperating teacher. Attached is a document with an email template you can use to share this information. The information is subject to change depending on updates from TEA and your district.

Next steps for you to take will be highlighted.

Clinical Teaching Requirements:

- Clinical teaching requirements are governed by Texas Administrative Code. There is a provision in code that applies to disaster situations in the state. The governor has declared a disaster statewide, therefore, the Texas Education Agency has referenced the provisions in the rules in guiding our next steps.

- Based on the disaster declaration and the provisions in rules, TEA is providing programs with the discretion to decrease clinical teaching, internship, and practicum assignment minimums by up to 20 percent to accommodate closures around the state. **TEA recommends that all candidates in clinical teaching, internship, or practicum assignments continue in their placement subject to the discretion of the districts where they are assigned.**

- The Office of Educator Preparation has submitted questions to TEA seeking more clarity on the provisions since school districts are now considering extending the closures and starting remote instruction. Once we are informed about requirements, we will then proceed to communicate with you and adjust the clinical practice experience accordingly.

Adjusted Placement Requirements:

- Week of 3/16/2020 and forward
  1. If you are in a district that...
     - re-opens after the break and/or extended closure, **students are to report to their placement as usual and complete their placements.**
     - asks teachers to participate in some sort of planning for extended/remote
learning for their K-12 students (remote or face-to-face), students are to participate in any way they can or are allowed.

- allow cooperating teachers and districts to take the lead with the planning
- make yourself available to provide support/ideas (this can be done by connecting remotely with your CT or by phone)

- enacts extended/remote learning plans because of school closures for any amount of time, students are to participate in any way they can or are allowed.
  - let your CT know that you will be available to support during remote instruction in ways that works for your CT and the district
  - update your faculty supervisor if your participation with remote instruction is on hold or if there are limits to accessing district’s technology resources.

Understand that school districts are doing their best to figure out remote instruction for their community and it make take a while before all the logistics are shared. If your CT is unsure of your participation, please ask you supervisor to help you clarify your role to the CT and the campus principal.

**The following are adjustments to the syllabus:**

- The total teach timeline is on hold.
- The third observation is on hold (the next observation will be adapted after further clarification from TEA and is dependent of district’s operating decisions).
- If you have not had your midyear evaluation, it will be rescheduled soon and will occur remotely (virtually or by phone).
- Beginning Monday, March 23, 2020 your university supervisor will host weekly communication sessions (virtually or by phone)
  - the weekly communication sessions meant to support you through the transitions and to continue to engage your learning as a preservice teacher
- Beginning Thursday, March 19, 2020, start and maintain an attendance and activity log (attached) documenting planning with your CT, attending virtual meetings and supporting remote instruction. The purpose of the log to document your continued engagement with your placement. A signed copy of your log will be due to your faculty supervisor at the end of the semester.

**Second 7 Week Placement Changes:**

- We are verifying changes with your faculty supervisor and we are working on determining if you will continue with your current placement or proceed with the change. We will keep you posted on next steps about placement changes.
  - If you have already been in contact with your next placement and everything seems fine, then continue the contact with this person and assume you will continue in this second placement.
  - If you have not been in contact with your second placement Cooperating Teacher, or it seems like this placement is in question, wait for direction from your faculty supervisor.

**Certification Exams:**

- Pearson and ETS testing contact information and updates can be found below:
  - Pearson – 1-800-877-4599
  - An update is posted on the program [website](https://home.pearsonvue.com/coronavirus-update#government-guidance). Make sure your email is updated in ECOS.
  - Pearson VUE closure announcements are posted here: [https://home.pearsonvue.com/coronavirus-update#government-guidance](https://home.pearsonvue.com/coronavirus-update#government-guidance)
Teacher Job Fair:

- This event has been canceled.
- Career Services is working on creating a database to help connect you with school districts that were going to attend the job fair. More information will be forthcoming from Career Services.

Thank you for staying in touch with your faculty supervisor. They have been instrumental in communicating your questions and concerns to our office. Please continue to seek their support and sharing your questions. Please remember to engage in self-care.

We are doing our best to push out information to you. The Office of Educator Preparation is open and is prepared to answer your calls or emails. You can send questions to OEP@txstate.edu. We are committed to help you in your journey to become a teacher and we are committed to help you through this.

Sincerely,

Patricia Rocha, Ph.D.
Director, Office of Educator Preparation
Texas State University
512-245-9740