**CPSE 678R - School Psychology Practicum**



**Winter 2014**

**Section 001: 341 MCKB on M from 3:00 pm - 4:30 pm**

**Instructor Information**

**Name**: Paul Caldarella **Office Location**: 149D MCKB **Office Phone**: 801-422-5081 **Office Hours**: Wed 8:00am-9:00am  
Or By Appointment **Email**: paul\_caldarella@byu.edu

**Description**

Supervised experiences in observing, planning, and implementing effective assessment, intervention, and monitoring strategies in school settings. Prerequisite: Admission into a CPSE graduate program.

**Assignments**

**Goals Beginning of Semester**

Due: Monday, Jan 13 at 12:59 am

Use goal-setting chart from practicum portfolio template on Task Stream to set at least two goals for the semester in the NASP 10 Domain areas - set goals in areas different from last semester. The activities and indications of success should be measurable and observable.

**Demographics**

Due: Monday, Jan 13 at 12:59 am

Use demographics form in practicum portfolio template to access the USOE website to obtain specific demographic info for your school(s).

1 point deducted per day late.

**Jan log**

Due: Friday, Jan 31 at 12:59 am

Update practicum time log in Task Stream through end of the month. Continue to track the type of assessments you have completed. It's due by the last day of the month.

**Site Visit 1**

Due: Monday, Feb 24 at 12:59 am

Student will participate in a mid-semester visit from BYU supervisor to meet with school-based supervisor and observe BYU student engaged in a practicum activity involving a public school student.

Faculty Site Visit Feedback form will be completed by BYU supervisor in Task Stream.

**Feb Log**

Due: Friday, Feb 28 at 12:59 am

Update practicum time log in Task Stream through end of the month. Continue to track the type of assessments you have completed. It's due by the last day of the month.

**Mid-semester Goal Update**

Due: Monday, Mar 03 at 11:59 pm

Please go in to Task Stream and update your progress towards your semester practicum goals. Due by March 3rd.

**Mid-Sem Eval of Prof Disp**

Due: Monday, Mar 10 at 12:59 am

To be completed using form in Task Stream by your practicum supervisor: If your supervisor has any difficulties completing the form please let us know immediately so we can facilitate the process. You should review the completed form with your site supervisor.

**Mid-Term 10 Domain Evaluation**

Due: Monday, Mar 10 at 12:59 am

To be completed using form in Task Stream by your practicum supervisor: If your supervisor has any difficulties completing the form please let us know immediately so we can facilitate the process. You should review the completed form with your site supervisor.

**Peer Reviewed Psych Report**

Due: Monday, Mar 17 at 12:59 am

Bring a hard copy to class of a comprehensive Psychoeducational report you have completed since January 2014. We will be engaging in a peer review process using the scoring rubric and directions for the Psychoeducational report on Task Stream.

**Faculty reviewed psych report**

Due: Monday, Mar 24 at 12:59 am

Load into Task Stream your comprehensive Psychoeducational report you have completed since January 2014 incorporating changes and corrections from the peer review process.  We will be using the scoring rubric and directions for the Psychoeducational report on Task Stream to provide additional feedback on this report for your final revision.

**March Log**

Due: Monday, Mar 31 at 12:59 am

Update practicum time log in Task Stream through end of the month. Continue to track the type of assessments you have completed. It's due by the last day of the month.

**Ethical Dilemma Discussion**

Due: Monday, Apr 07 at 11:59 pm

Use ethical dilemma template in Task Stream to address an ethical problem you have observed or experienced at your practicum site.  Lead the class discussion during the week the dilemma arises, then write your summary of the dilemma and course of resolution to upload into Task Stream within 2 weeks of your in class discussion.  In the rare case that no ethical dilemmas arise before the due date, the instructors will assign a topic for you to lead the class in discussion.

**Participation**

Due: Monday, Apr 14 at 12:59 am

**Grading** - students are expected to actively and appropriately participate in all class meetings. Below is the grading criteria which will be used to assign a "participation" grade.

|  |  |  |
| --- | --- | --- |
| Grade = 0 to 9 points | Grade = 10 - 14 points | Grade = 15-20 points |
| Student often appears distracted and uninvolved in class discussions. | Student does not appear to fully attend to or participate in class discussions. | Student demonstrates appropriate participation by asking questions, listening, and volunteering information for most class discussions. |

**Attendance**

Due: Monday, Apr 14 at 12:59 am

**Grading** - students are expected to attend all class meetings. Below is the grading criteria which will be used to assign an "attendance" grade.

|  |  |  |
| --- | --- | --- |
| Grade = 0 to 9 points | Grade = 10 - 14 points | Grade = 15 - 20 points |
| Unexcused class absence(s), and did not “make up” the absence(s). | 1 unexcused class absence, but made up the absence(s). | No unexcused absence, not more than 1 excused absence. |

Excused absence = prior notification of and approval from instructor.

Unexcused absence = no prior notification or approval from instructor.

**Multicultural Assignment**

Due: Monday, Apr 14 at 11:59 pm

Select a practicum activity that will enhance your multicultural competence. Some possibilities are:

* Conducting non-verbal assessments with culturally and linguistically diverse (CLD) students
* Consulting with teachers and/or parents regarding CLD students
* Participating in school-wide interventions with CDL students (e.g., bully prevention across SES/age/gender)
* Conducting after-school tutoring with CDL students

You can select any activity that will meaningfully improve your abilities to serve CLD students, based on what is available in and pertinent to your practicum placement.

After engaging in the activity post a 1-2 page written summary onto Learning Suite and deliver a 10-15 minute summary of that experience to practicum class members.

**Ethical Dilemma Write-Up**

Due: Monday, Apr 14 at 11:59 pm

Use ethical dilemma template in Task Stream to address an ethical problem you have observed or experienced at your practicum site.  Lead the class discussion during the week the dilemma arises, then write your summary of the dilemma and course of resolution to upload into Task Stream within 2 weeks of your in class discussion.  In the rare case that no ethical dilemmas arise before the due date, the instructors will assign a topic for you lead the class in discussion.

**Handout/Cheat Sheet**

Due: Monday, Apr 14 at 11:59 pm

Provide a basic summary of the classification including definition, evaluation procedures, and eligibility requirements to be shared with class audience.

**Sp. Ed. Rules and Regulations Presentation**

Due: Monday, Apr 14 at 11:59 pm

|  |
| --- |
| 10-15 minute presentation on **one** of the identified special education classifications. Refer to the Special Education rules from the Utah State Office of Education at http://www.schools.utah.gov/sars/DOCS/law/finalrules-rev.aspx |

**April Log**

Due: Friday, Apr 18 at 11:59 pm

Update practicum time and assessment log in Task Stream through Friday April 18th. It's due that day.

**Completed Individual Counseling Notes**

Due: Monday, Apr 21 at 12:59 am

Complete Task Stream template notes for individual counseling at your practicum site.  You need one student seen over 6-8 weeks by the end of winter semester.  Make sure you formulate the problem, intervention, and note how you collected and used data.

**Final Psych Report**

Due: Monday, Apr 21 at 12:59 am

Turn in final comprehensive Psychoeducational report you have completed since January 2014 incorporating changes and corrections from the peer and faculty review process.  We will be using the scoring rubric and directions for the Psychoeducational report on Task Stream.

**Site Visit 2**

Due: Monday, Apr 21 at 12:59 am

Student will participate in a visit from BYU supervisor to meet with school-based supervisor and observe BYU student engaged in a practicum activity involving a public school student.

Faculty Site Visit Feedback form will be completed by BYU supervisor in Task Stream.

**Completed Group Counseling Notes**

Due: Monday, Apr 21 at 11:59 pm

Complete Task Stream template notes for group counseling at your practicum site.  You need one group of 6-8 weeks by the end of winter semester.  Make sure you formulate the problem, intervention, and note how you collected and used data.

**Extra credit for end of semester student rating**

Due: Monday, Apr 21 at 11:59 pm

Students may earn up to 5 points of extra credit for completing end of semester student ratings.

**Goals End of Semester**

Due: Monday, Apr 21 at 11:59 pm

Update the goal chart template previously uploaded in Task Stream. Describe the progress you have made on your goals.

**Course Schedule**

|  |  |  |
| --- | --- | --- |
| **Date** | **Class Meetings** | **Assignments Due** |
| **M** - Jan 06 | Class meeting 1 |  |
| **M** - Jan 13 | Class meeting 2 | **Goals Beginning of Semester Demographics** |
| **M** - Jan 20 | **Martin Luther King Jr. Holiday** |  |
| **M** - Jan 27 | Class meeting 3 |  |
| **M** - Feb 03 | Class meeting 4 |  |
| **M** - Feb 10 | Class meeting 5 |  |
| **M** - Feb 17 | **Presidents Day Holiday** |  |
| **T** - Feb 18 | **Monday Instruction** Class meeting 6 - cancelled due to NASP conference. |  |
| **M** - Feb 24 | Class meeting 7 | **Site Visit 1 Due** |
| **F** - Feb 28 |  | **Feb Log** |
| **M** - Mar 03 | Class meeting 8 | **Mid-semester Goal Update** |
| **M** - Mar 10 | Class meeting 9 | **Mid-Term 10 Domain Evaluation Mid-Sem Eval of Prof Disp** |
| **M** - Mar 17 | Class meeting 10 | **Peer Reviewed Psych Report** |
| **M** - Mar 24 | Class meeting 11 | **Faculty reviewed psych report** |
| **M** - Mar 31 | Class meeting 12 | **March Log** |
| **M** - Apr 07 | Class meeting 13 | **Ethical Dilemma Discussion** |
| **M** - Apr 14 | Class meeting 14 | **Participation Attendance Handout/Cheat Sheet Sp. Ed. Rules and Regulations Presentation Ethical Dilemma Write-Up Multicultural Assignment** |
| **Th** - Apr 17 | **Exam Preparation Day** |  |
| **F** - Apr 18 |  | **April Log** |
| **W** - Apr 21 |  | **Site Visit 2 due** |

**University Policies**

**Honor Code**: In keeping with the principles of the BYU Honor Code, students are expected to be honest in all of their academic work. Academic honesty means, most fundamentally, that any work you present as your own must in fact be your own work and not that of another. Violations of this principle may result in a failing grade in the course and additional disciplinary action by the university. Students are also expected to adhere to the Dress and Grooming Standards. Adherence demonstrates respect for yourself and others and ensures an effective learning and working environment. It is the university's expectation, and my own expectation in class, that each student will abide by all Honor Code standards. Please call the Honor Code Office at 422-2847 if you have questions about those standards.

**Sexual Harassment**: Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education and pertains to admissions, academic and athletic programs, and university-sponsored activities. Title IX also prohibits sexual harassment of students by university employees, other students, and visitors to campus. If you encounter sexual harassment or gender-based discrimination, please talk to your professor or contact one of the following: the Title IX Coordinator at 801-422-2130; the Honor Code Office at 801-422-2847; the Equal Employment Office at 801-422-5895; or Ethics Point at http://www.ethicspoint.com, or 1-888-238-1062 (24-hours).

**Student Disability**: Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the University Accessibility Center (UAC), 2170 WSC or 422-2767. Reasonable academic accommodations are reviewed for all students who have qualified, documented disabilities. The UAC can also assess students for learning, attention, and emotional concerns. Services are coordinated with the student and instructor by the UAC. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance policy and procedures by contacting the Equal Employment Office at 422-5895, D-285 ASB.

**Academic Honesty**: The first injunction of the Honor Code is the call to "be honest." Students come to the university not only to improve their minds, gain knowledge, and develop skills that will assist them in their life's work, but also to build character. "President David O. McKay taught that character is the highest aim of education" (The Aims of a BYU Education, p.6). It is the purpose of the BYU Academic Honesty Policy to assist in fulfilling that aim. BYU students should seek to be totally honest in their dealings with others. They should complete their own work and be evaluated based upon that work. They should avoid academic dishonesty and misconduct in all its forms, including but not limited to plagiarism, fabrication or falsification, cheating, and other academic misconduct.

**Deliberation Guidelines**: To facilitate productive and open discussions about sensitive topics about which there are differing opinions, members of the BYU community should: (1) Remember that we are each responsible for enabling a productive, respectful dialogue. (2)To enable time for everyone to speak, strive to be concise with your thoughts. (3) Respect all speakers by listening actively. (4) Treat others with the respect that you would like them to treat you with, regardless of your differences. (5) Do not interrupt others. (6) Always try to understand what is being said before you respond. (7) Ask for clarification instead of making assumptions. (8) When countering an idea, or making one initially, demonstrate that you are listening to what is being said by others. Try to validate other positions as you assert your own, which aids in dialogue, versus attack. (9) Under no circumstances should an argument continue out of the classroom when someone does not want it to. Extending these conversations beyond class can be productive, but we must agree to do so respectfully, ethically, and with attention to individuals' requests for confidentiality and discretion. (10) Remember that exposing yourself to different perspectives helps you to evaluate your own beliefs more clearly and learn new information. (11) Remember that just because you do not agree with a person's statements, it does not mean that you cannot get along with that person. (12) Speak with your professor privately if you feel that the classroom environment has become hostile, biased, or intimidating. Adapted from the Deliberation Guidelines published by The Center for Democratic Deliberation. (http://cdd.la.psu.edu/education/The%20CDD%20Deliberation%20Guidelines.pdf/view?searchterm=deliberation%20guidelines)

**Inappropriate Use of Course Materials**: All course materials (e.g., outlines, handouts, syllabi, exams, quizzes, PowerPoint presentations, lectures, audio and video recordings, etc.) are proprietary. Students are prohibited from posting or selling any such course materials without the express written permission of the professor teaching this course. To do so is a violation of the Brigham Young University Honor Code.

**Plagiarism**: Intentional plagiarism is a form of intellectual theft that violates widely recognized principles of academic integrity as well as the Honor Code. Such plagiarism may subject the student to appropriate disciplinary action administered through the university Honor Code Office, in addition to academic sanctions that may be applied by an instructor. Inadvertent plagiarism, which may not be a violation of the Honor Code, is nevertheless a form of intellectual carelessness that is unacceptable in the academic community. Plagiarism of any kind is completely contrary to the established practices of higher education where all members of the university are expected to acknowledge the original intellectual work of others that is included in their own work. In some cases, plagiarism may also involve violations of copyright law. Intentional Plagiarism-Intentional plagiarism is the deliberate act of representing the words, ideas, or data of another as one's own without providing proper attribution to the author through quotation, reference, or footnote. Inadvertent Plagiarism-Inadvertent plagiarism involves the inappropriate, but non-deliberate, use of another's words, ideas, or data without proper attribution. Inadvertent plagiarism usually results from an ignorant failure to follow established rules for documenting sources or from simply not being sufficiently careful in research and writing. Although not a violation of the Honor Code, inadvertent plagiarism is a form of academic misconduct for which an instructor can impose appropriate academic sanctions. Students who are in doubt as to whether they are providing proper attribution have the responsibility to consult with their instructor and obtain guidance. Examples of plagiarism include: Direct Plagiarism-The verbatim copying of an original source without acknowledging the source. Paraphrased Plagiarism-The paraphrasing, without acknowledgement, of ideas from another that the reader might mistake for the author's own. Plagiarism Mosaic-The borrowing of words, ideas, or data from an original source and blending this original material with one's own without acknowledging the source. Insufficient Acknowledgement-The partial or incomplete attribution of words, ideas, or data from an original source. Plagiarism may occur with respect to unpublished as well as published material. Copying another student's work and submitting it as one's own individual work without proper attribution is a serious form of plagiarism.

**Respectful Environment**: "Sadly, from time to time, we do hear reports of those who are at best insensitive and at worst insulting in their comments to and about others... We hear derogatory and sometimes even defamatory comments about those with different political, athletic, or ethnic views or experiences. Such behavior is completely out of place at BYU, and I enlist the aid of all to monitor carefully and, if necessary, correct any such that might occur here, however inadvertent or unintentional. "I worry particularly about demeaning comments made about the career or major choices of women or men either directly or about members of the BYU community generally. We must remember that personal agency is a fundamental principle and that none of us has the right or option to criticize the lawful choices of another." President Cecil O. Samuelson, Annual University Conference, August 24, 2010 "Occasionally, we ... hear reports that our female faculty feel disrespected, especially by students, for choosing to work at BYU, even though each one has been approved by the BYU Board of Trustees. Brothers and sisters, these things ought not to be. Not here. Not at a university that shares a constitution with the School of the Prophets." Vice President John S. Tanner, Annual University Conference, August 24, 2010