



# The Aliso University College

## PRACTICUM UNIT

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### Reflective Practicum: In School Immersion Part A&B

### Guidelines For Participation In & Documentation Of Involvement In Professional Learning Communities

#### Professional Learning Community Participation – 15%

Transformation of the educational landscape requires both individual and collective efforts. Reflective Practicum: In-School Immersion Part B is designed to create an environment in which practitioners are supported by and supportive of the constructive initiatives of others. Participation in Professional Learning Communities (PLCs) provides student teachers with a vehicle to critically examine their professional and personal development, as well as to become team players and problem solvers in the context of their school environment. A PLC is composed of collaborative teams who work interdependently to achieve common goals for which members are mutually responsible. These common goals are directly linked to the purpose of **Learning for ALL**. A PLC is **NOT a project!**

It is expected that a section of the portfolio be dedicated to this aspect of the practice (*Professional Learning Community Participation*) and should be organized to show purpose/objectives and understanding. The artefacts included should have a reflective commentary to justify inclusion in the portfolio.



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#### **Guidelines For Participation In & Documentation Of Involvement In Professional Learning Communities**

The following guidelines can assist you in your involvement in and documentation of participation in your learning community.

#### **Evidence of membership in the community chosen (at least 2 artefacts)**

- Completed and approved registration form
- Approval letter or other relevant documents
- Signed photograph of team/community members
- Signet badge
- Attendance register

#### **Brief description of the community and the attributes of a Professional Learning Community that it possesses (All)**

- Name of community or identification information
- Location
- Purpose/Goal
- Description or roles and responsibilities and operating procedures
- Examples and/or artefacts to indicate knowledge of Professional Learning Community (PLC) attributes of the community

#### **Evidence of the activities engaged in as a member**

- Plan of action (objectives, strategies, resources, etc.)
- Evidence of contribution/s at scheduled sessions/meetings
- Log of activities engaged in as a member
- Feedback from team on your contribution, given the goals and activities
- Reports, minutes, correspondences, newsletters

#### **Artefacts that support learning/professional development/significant changes**

- Analysis of personal reflection to highlight learning/development
- Analysis of collaborative reflections (team members) to indicate development of the team
- Written commendations from team members or other stakeholders
- Peer assessment instrument to confirm claims

#### **Evidence of authenticity/Credibility of claims (Any 1)**



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- Confirmation through dialogue with members or representative/s
- Invitation/s to sessions
- Participation of Practicum Coach/Mentor/Supervisor in session
- Dialogue with student teacher on attributes and principles of PLC based on experiences
- Signed/Stamped documents (reports, minutes, certification, etc.) by a representative from the school administration.

**NB.**

PLCs may be formed through

- Team of practitioners (teachers, student teachers at the same school or from different schools, mixed team of teachers, students, student teachers, a team of stakeholders through PTA or other interest groups at the school but whose primary focus is learning or improvement in practice, service, etc.)
- Clubs and Societies and/or professional associations community groups
- Collaborative learning teams of students in a class
- Online professional practitioners who have formed a PLC

Teams can be supported through face-to-face interactions and online social media and should demonstrate commitment to ethical values and general principles of a PLC.

**REMEMBER:** The Professional Learning Community is **NOT A PROJECT!** The emphasis is on **MUTUAL LEARNING** and **SUPPORT** for your successful completion of the Practicum.

#### ASSESSMENT CRITERIA



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#### Guidelines For Participation In & Documentation Of Involvement In Professional Learning Communities

##### First Assessment - 20% (3 marks)

**Establishment of the Professional Learning Community:** The community has been established and consists of at least 5 members.

Area	Description	Value	Your Score
Introduction	Brief description of the community and attributes	.5	
Membership	Evidence of existence and membership	.5	
Goals and objectives	At least 2 relevant goals	1	
Action plan	Draft plan of action for goal attainment with members roles stated	1	
<b>Total</b>		<b>3 marks</b>	

##### Second Assessment - 20% (3 marks)

**Evidence of progress:** The community is in full operation and working towards goal attainments. Edits/Revisions to document reflect a response to supervisor feedback.

Area	Description	Value	Your Score
Introduction	Brief description of the community and attributes	.5	
Goals and objectives	At least 2 relevant goals	.5	
Action plan	Refined plan of an action plan with an evaluation of achievements to date	1.5	
Artefacts	Evidence of operations	.5	
<b>Total</b>		<b>3 marks</b>	

##### Final Assessment - 60% (9 marks)



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### Reflective Practicum: In School Immersion Part A&B

#### Guidelines For Participation In & Documentation Of Involvement In Professional Learning Communities

**Evidence of Learning and Support:** The community has served its purpose. Final edits to the document integrate feedback from the supervisor.

Area	Description	Value	Your Score
Evidence of activities	See details on page 5	<b>3 marks</b>	
Artefacts of learning/growth	See details on page 5	<b>3 marks</b>	
Evidence of authenticity	See details on page 5-6	<b>1 mark</b>	
Reflective conclusion	Reflect on the benefits gained from participating in the PLC.	<b>2 marks</b>	
<b>Total</b>		<b>9 marks</b>	

**NOTE WELL: Your Professional Learning Community will be graded INCREMENTALLY. Documents must be made available for grading in the specified period. A late penalty will be applied to documents that are submitted within 10 days AFTER the grading period, as stipulated in the Undergraduate Student Handbook. Documents submitted after 10 days will be awarded a zero. There will be no retroactive grading for the missed assessment episode.**