



January 9, 2015

Dr. Roamé Torres González
 Dean, College of Education
 UPR Río Piedras

Dear Dr. Torres González:

Happy New Year. During the first semester of the 2014-2015 academic year we agreed with the Practice Coordinators to individually send to each of them an attendance certificate for activities programmed by the Teaching Practice Program of the Puerto Rico Department of Education. This letter covers the period between January to December 2014; a period during which eight meetings were held.

Date	Activity	Topics Discussed	Participants
February 28, 2014	Meeting with Colleges of Education Deans and Practice Coordinators Secretaries Meeting Room, Department of Education (DE)	The Flexibility Plan and its implications for Higher Education Institutions (IES for its acronym in Spanish), the Teaching Practice Program, Promoting Post-secondary study: The teachers' task.	Profa. Maritza Enríquez de Muñiz Dr. Luis López Rivera
March 21, 2014	Meeting Practice Coordinators Meeting Room OAF-1, DE	Public policy review process of the Teaching Practices Program, Centers for teaching practices, Professional standards for teachers, Reports from the Teaching Practice Program	Dr. Luis López Rivera

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Date	Activity	Topics Discussed	Participants
May 21, 2014	Meeting with Colleges of Education Deans and Practice Coordinators Turabo University	Review of the Teacher Preparation Program (PPM for its acronym in Spanish) Classification Regulations, Review and reconceptualization of the PR Teacher Licensing Exam (PCMAS for its acronym in Spanish), Evaluation System for Teachers and Directors, 2014 Content Standards and Expectations, Teaching Practice Program	Dra. Juanita Rodríguez Colón Dr. Luis López Rivera Maritza Muñiz
September 5, 2014	Meeting with Colleges of Education Deans and Practice Coordinators	2014 PPM Classification, Longitudinal data system, Second Latin American Congress	Dr. Luis López Rivera

Dr. López also participated in work committees to review Law 79 of August 23 1979 designated to regulate the Teaching Practice Program and the review of the syllabus for the Cooperating Teacher course.

Cordially,

SIGNED

Clarimar Cruz Lergier, M.Ed.

Director

Institute for the Professional Development of Teachers ((InDePM for its acronym in Spanish)



June 1, 2016

Dr. Luis López Rivera
 Coordinator
 UPR Río Piedras
 San Juan, Puerto Rico

Dear Dr. López Rivera;

Greetings. As previously agreed, I hereby certify your attendance and participation in the meetings convened by the Teaching Practice Program of the Puerto Rico Department of Education (DEPR) from February to June 2016.

Information about said meetings is included below.

Date	Activity	Topics Discussed
February 12, 2016	Bayamón Central University (UCB for its acronym in Spanish), Bayamón, PR Meeting with Deans and Teaching Practice Coordinators of Colleges of Education	Teaching Practice Program- Reports and official semester forms of the Program, Status within the PR Legislature of the Law to regulate teaching practices; Institution and Program Report Card (IPRC) 2016- Sra. Ileana Cortes, Office of Federal Affairs (OAF for its acronym in Spanish); Meeting/training with contact persons between Higher Education Institutions (IES for its acronym in Spanish) and DEPR; Delivery and discussion of the report prepared by the DEPR concerning Teacher Preparation Programs' (PPM for its acronym in Spanish) graduates- Mr. José A. Rodríguez Rodríguez; Presentation concerning the new federal law Every Student Succeeds Act (ESSA) and the Equity Plan 2015-2019 (Equitable Access to Excellent Educators)- Prof. Clarimar Cruz Lergier; Presentation concerning the established processes within PPM's about requiring a Negative Certificate as a Sexual Offender- Dr. Caroline González (UCB) and Dr. María del C. Morán UPR-Bayamón; Informational Bulletin #17, Activities and Work Calendar for the 2015-2016 Academic Year concerning the preparation of the institutional teacher preparation program report card report; Administration of the PR Teacher Certification Exam (PCMAS for its acronym in Spanish). Dr. María

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Date	Activity	Topics Discussed
	Bayamón Central University (UCB for its acronym in Spanish), Bayamón, PR Meeting with Deans and Teaching Practice Coordinators of Colleges of Education	E. Vargas, College Entrance Examination Board (CEEB) Other topics: Workshops for college professors concerning the DEPR'S curricular review in the areas of: Fine Arts, Health, and Physical Education; Longitudinal Data System, workshop for personnel in higher education institutions (IES, for its acronym in Spanish); Performance data of students from PK to 12 that are graduates from teacher preparation programs (PPM for its acronym in Spanish).
April 29, 2016	Amphitheatre (located next door to the College of Education) Turabo University Meeting with Deans and Teaching Practice Coordinators of Colleges of Education	Teaching Practice Program-Reminder that the official semester reports and forms of the Program are due soon (May); 2016 PR Teacher Certification Exams (PCMAS)- Dr. Deborah Hernández and Dr. Antonio Magriñá CEEB)- Aggregate results and passing cut-off scores; Presentation of the draft of Law Project #___(Senate Project (PS for its acronym in Spanish) 1525 to organize and regulate the functions of the Educational Clinical Experiences Program.
May 20, 2016	Room 107, Perea Building, Pontifical Catholic University of Puerto Rico Meeting with the Teaching Practice Coordinators of Colleges of Education	Teaching Practice Program- Reminder that the official semester reports and forms of the Program are due (May)- List of IES and schools that have not handed in these reports yet, complete postal addresses of student teachers; Senate Project #1525; Regulations for the organization and functioning of the Educational Clinical Experiences Program- draft will be sent via e-mail so that recommendations can be submitted; Circular Letter Concerning Professional Development – Consultation with interest groups- Read in order to submit recommendations.

We appreciate your participation and input to the public policies of the DEPR to improve education from PK-16.

Cordially,

SIGNED

Clarimar Cruz Lergier, M.Ed.

Director

Institute for the Professional Development of Teachers ((InDePM for its acronym in Spanish)



February 3, 2016

Dr. Luis López Rivera
 Coordinator
 UPR Río Piedras
 San Juan, Puerto Rico

Dear Dr. López Rivera;

Greetings. As previously agreed, I hereby certify your attendance and participation in the meetings convened by the Teaching Practice Program of the Puerto Rico Department of Education (DEPR). These were carried out between August and December 2015.

Information about said meetings is included below.

Date	Activity	Topics Discussed
August 21, 2015	Meeting with Teaching Practice Coordinators of Colleges of Education, Meeting Room #1, San Juan Educational Region, previous headquarters of the Puerto Rico Department of Education (PRDE)	<ul style="list-style-type: none"> ✓ Consultation concerning the Equity Plan for Excellent Teachers ✓ Discussion of Circular Letter No. 1: Public policy concerning the planning of the learning process- Dr. Edna Berríos Vázquez, Academic Services Assistant Secretary ✓ Administrative affairs related to the Teaching Practice Program ✓ Report concerning the workshops offered in May and June 2015 ✓ Coordination of coming workshops planned for September-October about the revised curriculum- School Health, Early Childhood, Language Acquisition Courses, Physical Education, Fine Arts

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Date	Activity	Topics Discussed
October 16, 2015	Meeting with Teaching Practice Coordinators of Colleges of Education, Board and Senate Meeting Room, University of Puerto Rico at Aguadilla	<ul style="list-style-type: none"> ✓ Presentation of Circular Letter 13- 2015-2016- Norms and procedures for the evaluation of student academic progress and growth and of student grade promotion within the academic system- Dr. Ada E. Hernández Guadalupe, Director of Standards and Assessment ✓ Cooperating teacher course ✓ Workshop about new standards and curricular materials at DEPR ✓ VI Santillana Congress on Education ✓ 15th International Meeting on Education and Thinking ✓ Training about the Longitudinal Data System
November 20, 2015	Meeting with Colleges of Education Deans that have Teacher Preparation Programs	Cancelled

We appreciate your participation and input to the public policies of the DEPR to improve education from PK-16.

Cordially,

SIGNED

Clarimar Cruz Lergier, M.Ed.

Director

Institute for the Professional Development of Teachers ((InDePM for its acronym in Spanish)



August 14, 2015

Dr. Luis López Rivera
 Coordinator
 UPR Río Piedras
 San Juan, Puerto Rico

Dear Dr. López Rivera;

Greetings. As previously agreed, I hereby certify your attendance and participation in the meetings convened by the Teaching Practice Program of the Puerto Rico Department of Education (DEPR). These were carried out between January and April 2015. Information about said meetings is included below.

Date	Activity	Topics Discussed
January 30, 2015	Meeting with Deans and Teaching Practice Coordinators of Colleges of Education, Secretaries Meeting Room, Department of Education (DE)	Review of Law 79: To Regulate the Teaching Practice Program, Institution and Program Report Card Reporting System, Regulations for the classification of teacher preparation programs (PPM for its acronym in Spanish), College Board: A look at the agreements in the Flexibility Plan, Circular Letters concerning Research
March 27, 2015	Meeting with Colleges of Education Deans that have Teacher Preparation Programs University of Puerto Rico at Ponce	Consultation about the Flexibility Plan, Review of the Cooperating Teacher course, Work plan, Workshops concerning the revised curriculum for Spanish, Math, Science, English, and Social Studies/History

We appreciate your participation and input to the public policies of the DEPR to improve education from PK-16.

Cordially,

SIGNED

Clarimar Cruz Lergier, M.Ed.
 Director
 Institute for the Professional Development of Teachers ((InDePM for its acronym in Spanish))

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Academic Affairs Sub-secretary
Institute for the Professional Development of Teachers.

May 8, 2014

Dr. Luis López Rivera
Coordinator
University of Puerto Rico at Río Piedras
P.O. Box 23304
San Juan, Puerto Rico 00921-3304

Dear Dr. López:

During the last monthly meeting of the Teaching Practice Coordinators, held on Friday, April 21 at the University of Puerto Rico at Arecibo, we worked with the teacher evaluation instruments that the Department of Education (DE) is developing with the intention of implementing them during academic year 2015-2016. The coordinators had an opportunity to review them, analyze and discuss them in groups, and offer recommendation about them as part of the validation process. These documents must be reviewed by various interest groups and it is for this very reason, among others, that we have decided to include teacher candidates within this process. Their recommendations will enrich the process by providing another perspective and will help the DE comply with state and federal requirements of obtaining more and better information for the decision making process.

To make this happen, during the month of May we will have work groups in six geographic locations placed strategically that will offer an opportunity to all Education Colleges or Departments to be represented. I include the calendar with the dates, times, and places as well as the group distribution of Higher Education Institutions (IES for its acronym in Spanish). Each IES will have a maximum amount of students that can participate (see attachment). These students must have different majors in order to provide for the largest diversity. **Participation in this activity is voluntary and is not required to make any type of decision.** However, it will not only benefit the DE but also the institutions: Having evidence of integration with the K-12 educational system since the pre-service level can help you (for accreditation purposes) and your students will be familiar with the evaluation system that will probably be used to evaluate them as teaching professionals.

To confirm the attendance of your students, please send the attached document with information about the students to Prof. Aixa M. Olivieri Sánchez through her email (olivieri_AM@de.gobierno.pr) no later than two days before the date set for the activity.

Cordially,

Clarimar Cruz Lergier, M.Ed.
Director
Institute for the Professional Development of Teachers ((InDePM for its acronym in Spanish)

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**CALENDAR FOR WORK GROUPS WITH TEACHER CANDIDATES
REVIEW OF TEACHER EVALUATION INSTRUMENTS OF DEPR**

GROUP/UNIVERSITIES	DATE	TIME	PLACE
West UPR-Mayagüez UPR-Aguadilla UIPR -San German UIPR- Aguadilla PUCPR- Mayagüez UAdventist- Mayagüez	May 20, 2014	1:00-4:00 PM	University of Puerto Rico at Mayagüez
Central UTurabo-Gurabo UPR-Cayey UPR-Humacao UIPR -Fajardo National U-Río Grande	May 21, 2014	1:30-4:30 PM	Universidad del Turabo, Gurabo
North/Central UPR-Utuado UPR-Arecibo UIPR -Arecibo UIPR -Barranquitas PUCPR-Arecibo National U-Arecibo Caribbean U- Vega Baja American U-Manatí	May 23, 2014	9:00 AM – 12:00 PM	Universidad de Puerto Rico at Utuado
South PUCPR-Ponce UIPR –Ponce UIPR -Guayama UPR-Ponce Caribbean U-Ponce	May 27, 2014	9:00 AM – 12:00 PM	Pontifical Catholic University of Puerto Rico, Ponce
Metro Area UIPR-Metro UPR-Bayamón UCB UMET National U-Bayamón Caribbean U-Bayamón American U-Bayamón	May 28, 2014	9:00 AM – 12:00 PM	Interamerican University, Metro Campus, San Juan
Metro Area Music Conservatory School of Fine Arts USC UNE UPR-Río Piedras Caribbean-Carolina	May 28, 2014	1:30-4:30 PM	Music Conservatory Santurce

AMOUNT OF STUDENTS PER EDUCATION COLLEGE OR DEPARTMENT

GROUP-UNIVERSITIES	AMOUNT OF STUDENTS PER UNIVERSITY	COMMENTS
West	31	
UPR-Mayagüez	6	
UPR-Aguadilla	5	
UIPR -San German	8	
UIPR- Aguadilla	5	
PUCPR- Mayagüez	4	
UAdventist- Mayagüez	3	
Central	26	
UTurabo-Gurabo	8	
UPR-Cayey	8	
UPR-Humacao	3	
UIPR -Fajardo	4	
National U-Río Grande	3	
North/Central	31	
UPR-Utuado	4	
UPR-Arecibo	5	
UIPR -Arecibo	5	
UIPR -Barranquitas	3	
PUCPR-Arecibo	4	
National U-Arecibo	3	
Caribbean U- Vega Baja	4	
American U-Manatí	3	
South	24	
PUCPR-Ponce	8	
UIPR –Ponce	4	
UIPR –Guayama	4	
UPR-Ponce	4	
Caribbean U-Ponce	4	
Metro Area	33	
UIPR-Metro	10	
UPR-Bayamón	4	
UCB	4	
UMET	5	
National U-Bayamón	3	
Caribbean U-Bayamón	4	
American U-Bayamón	3	
Metro Area	33	
Music Conservatory	4	
School of Fine Arts	4	
USC	6	
UNE	5	
UPR-Río Piedras	10	
Caribbean-Carolina	4	

CCL/May 10 2014