

LOS ANGELES UNIFIED SCHOOL DISTRICT
Human Resources

REF-2057.2
July 2, 2007

ATTACHMENT I

**PROVISIONAL INTERN SUPPORT PROVIDER AND SPECIAL TEMPORARY
CERTIFICATES SUPPORT PROVIDER**

MONTHLY LOG/TIME REPORT

Name _____ School _____

I have completed _____ Provisional Intern/Individualized Intern hours for the month of _____, 2007-2008.

Expectations: Provisional Intern Support Providers and Special Temporary Certificates Support Providers are expected to work with his/her teacher for at least eight hours per school month. Coaching activities must be in at least one of the following areas:

- ✓ Help plan a lesson from beginning to end
- ✓ Demonstrate lessons in a content subject
- ✓ Demonstrate techniques in effective classroom management
- ✓ Plan and pace the daily/weekly instructional program
- ✓ Support specific needs (e.g., Back-to-School Night, parent conference, district and state assessments)
- ✓ Identify and broker resources for classroom instruction
- ✓ Observe lesson, engage teacher in reflection, and provide constructive feedback

Date	Name of Provisional Intern or Individualized Intern	Coaching Activity	Time Spent

Principal's Signature _____ Date _____

Note: Logs should be kept by the site administrator as evidence of support provided. Support Providers for newly employed Provisional Interns and Individualized Interns are funded by the Subject Matter Preparation Program. For questions, e-mail evon.smith@lausd.net.