

**California State University, Fresno  
Educational Leadership and Administration Program**

**Field Experience Partnership  
Fresno State Preliminary Administrative Services Preparation Program  
and  
Hanford Elementary School District**

**Memorandum of Understanding**

Fresno State's Preliminary Administrative Services Preparation Program is delivered through a cohort model. All candidates participate in field experiences that are designed to facilitate the application of theoretical concepts in authentic settings. Each candidate is introduced to the major responsibilities authorized by the preliminary administrative services credential as articulated in the California Administrator Performance Expectations (CAPEs). Field experiences include a variety of diverse and realistic settings both in the day-to-day functions of administrators and in long-term policy design and implementation.

Field experiences are embedded in coursework to more effectively provide a practice-based curriculum that ties theory to practice, and each candidate's performance is guided, assisted, and evaluated by the course instructor and in-the-field administrators – PASC District Mentors and field experience site administrators. University program course instructors and in-the-field administrators provide complete, accurate, and timely feedback to each candidate, including constructive suggestions for improvement.

Field experiences occur in three primary settings: cohort designated settings, candidates' site settings, and district settings.

Fresno State program faculty and the administration of the **Hanford Elementary School District** are committed to providing appropriate field experience settings as well as guidance, assistance, and feedback for each required field experience.

The Educational Leadership faculty at Fresno State and the administration of the **Hanford Elementary School District** value this partnership in order to support the growth and development of each candidate and to ensure that each candidate builds the knowledge and skills required to be recommended as a qualified candidate for a California Preliminary Administrative Services Credential and to effectively serve students in the Central Valley and the state.

Joy C. Gabler  
District Superintendent/designee name

[Signature]  
Superintendent/designee Signature

Dr. Linda Hauser  
Fresno State Program Coordinator name

[Signature]  
Fresno State Program Coordinator Signature