



Date: Friday, April 12, 2024

To: District Administrators, Principals, and Human Resource Directors

From: Jennifer Kammerud, Director
Licensing, Educator Advancement, and Development (LEAD) Team

Subject: Virtual Drop-In Sessions for the Wisconsin Improvement Program

If your district is interested in learning more about Wisconsin's teacher internship program, the Wisconsin Improvement Program (WIP), if you have questions about the intern request process, or if you need assistance navigating how to request an intern through DPI's online portal, DPI is offering virtual drop-in sessions. Dates and information on how to join a virtual session can be found at the end of this document.

The WIP online portal for submitting intern requests is open to submit intern requests for the 2024-25 academic year. The online portal has been streamlined for ease of use both with inputting an intern request, as well as viewing submitted intern requests, and all signatures are now digitally collected through DocuSign.

Through the WIP program, the Department of Public Instruction pairs eligible student interns with experienced cooperating teachers in semester-long clinical experiences. WIP Interns are highly qualified pre-service teachers enrolled in one of Wisconsin's Educator Preparation Programs who want to complete an internship in lieu of student teaching. An internship is different from student teaching in that the intern is licensed and may be responsible for a class up to 50 percent of their time.

For school districts, utilizing a student intern also formalizes partnerships with educator preparation programs, while offering a recruiting opportunity to a school district.

In addition to the drop in sessions below, questions about the WIP program can be directed to Beth Vander Grinten, Education Consultant, LEAD Team at beth.vandergrinten@dpi.wi.gov.

Drop-in sessions are being held on the following dates:

Tuesdays

- 1:00pm-2:00pm – Tuesday, May 7, 2024
- 1:00pm-2:00pm – Tuesday, June 4, 2024

Use the following Microsoft Teams link to attend the Tuesday virtual drop-in sessions:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 251 365 347 699

Passcode: TjyPn6

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 608-620-9781,,561986281#](#) United States, Madison

Phone Conference ID: 561 986 281#

[Find a local number](#) | [Reset PIN](#)

Thursdays

- 9:00am-10:00am – Thursday, April 18, 2024
- 9:00am-10:00am – Thursday, May 16, 2024
- 9:00am-10:00am – Thursday, June 20, 2024

Use the following Microsoft Teams link to attend the Thursday virtual drop-in sessions:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 273 747 321 454

Passcode: sVjQnB

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 608-620-9781,,287328557#](#) United States, Madison

Phone Conference ID: 287 328 557#

[Find a local number](#) | [Reset PIN](#)