**Shepherd University**

**Professional Education Unit**

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**2012 ST-11 Self ASSESSMENT GUIDELINES**

**DESCRIPTIONS and GUIDELINES for SCORING**

**For Student Teachers**

# ST-11 Framework

History**:**

In 2009, the West Virginia Board of Education required all teacher certification programs to be reauthorized by the state. A goal of that mandate was to align all teacher education programs with the *West Virginia Professional Teaching Standards* andthe *National Educational Technology Standards for Teachers*. Once the Shepherd University programs were reauthorized by the state, realigning our system of assessing student teachers with the new standards became necessary.

The new Student Teacher Evaluation forms are designated with the *ST-11* label, replacing the *ST-76, ST-58,* and *ST-80* forms previously used. The new *ST-11* forms have been piloted and revised throughout the past year by university faculty, supervisors, and field partners.

Components**:**

The ST-11 Student Teacher Performance Assessment system consists of the following components:

* ST-11 - CT Summative Form – used by Cooperating Teachers as a final evaluation.
* ST-11 Observation Form – used to evaluate one teaching event based on classroom observation and interview/conference with the Student Teacher.
* ST-11 - US Summative Form – used by University Supervisors as a final evaluation.
* Student Teacher Grade Report – completed by University Supervisor with input from Cooperating Teacher (and Content Supervisor, if applicable).
* ST-11- SELF Summative Form – used by Student Teachers for self-evaluation

This manual includes guidelines for the Student Teacher for the ST-11 Self Summative evaluation form.

Definition of Terms**:**

WVPTS: West Virginia Professional Teaching Standards

NETS-T: National Educational Technology Standards for Teachers

STANDARD: Major category of knowledge, disposition, or performance on which teachers are evaluated

FUNCTION: Sub-category within a Standard.

PERFORMANCE INDICATOR: Descriptor of an action by a Student Teacher that demonstrates a particular Function of a Standard.

Assessment Requirements**:**

All ST-11 Evaluation forms are completed electronically and submitted on the Shepherd University TK-20 database at <https://shepherd.tk20.com/>.

This section provides an overview of the assessment requirements of each person (role) responsible for evaluating the performance of a Student Teacher.

**Cooperating Teacher**

* Observe, collaborate with, and provides feedback to the Student Teacher throughout the field placement.
* ST-11 – CT Summative: Submit online to TK-20 by the last week of the field placement. This summative evaluation is based on the documentation of Formative Development throughout the field placement.
* For a Student Teacher with two placements, both Cooperating Teachers submit an ST – 11 CT Summative evaluation since the Student Teacher is demonstrating competence in two different content or grade level areas.

**University Supervisor** (when one person satisfies the roles of both Content and Education Supervisor):

* At least five classroom observations and conference/interviews using the ST-11 Observation form: Submit online to TK-20 immediately after each observation.
* ST-11 US Summative: Submit online to TK-20 by the last day of Student Teaching. This summative evaluation is based on the ST-11 Observation evaluations throughout the semester.
* For a Student Teacher with two placements, University Supervisors complete an ST-11 US Summative evaluation at the end of each field placement since the Student Teacher is demonstrating competence in two different content or grade level areas.
* Student Teacher Grade Report: Submit online to TK-20 by the last day of Student Teaching. This form includes input from the Cooperating Teacher.

When the roles of Content and Education Supervisor are satisfied by two separate individuals…

**Content Supervisor**

* Two classroom observations and conference/interviews using the ST-11 Observation form: Submit online to TK-20 immediately after each observation.

**Education Supervisor**

* Three observations and conference/interviews using the ST-11 Observation form: Submit online to TK-20 immediately after each observation.
* ST-11 US Summative: Submit online to TK-20 by the last day of Student Teaching. This summative evaluation is based on the ST-11 Observation evaluations from both the Content Supervisor and the Education Supervisor.
* Student Teacher Grade Report: Submit online to TK-20 by the last day of Student Teaching. This form includes input from all Supervisors and Cooperating Teacher(s) who have contributed to the Student Teacher’s evaluations.

**Student Teacher**

* Review every ST-11 Observation Report on TK-20 for feedback on areas of improvement
* Conference and collaborate with Cooperating Teacher throughout field placement for guidance and feedback on performance
* ST-11 SELF Summative: Submit online to TK-20 by the last week of Student Teaching.
* A Student Teacher who completed two placements must submit two separate ST-11 SELF Summative forms since s/he is demonstrating competence in two different content or grade level areas.

## Rationale for Scoring and Grading:

The Rating Scales used on the ST – 11 evaluations are designed to evaluate the quality of performance on each of five Standards to determine a score of Exceeds, Meets, or Approaches each Standard or Unsatisfactory performance on a standard. The Summative evaluation forms are completed based on evidence across the Student Teaching experience to determine an overall rating for each Standard and then a Final Overall Rating of the Student Teacher’s teaching and classroom performance.

The University Supervisor is responsible for synthesizing the grade recommendations from Cooperating Teachers to award the final course grade on the Student Teacher Grade Report.

# ST-11 SELF Summative

Purpose/Scope:

This assessment is designed for the Student Teacher to self-assess his/her classroom performance by the end of the student teaching experience based on WVPT and NETS-T standards. It also serves as a guide for developing the required knowledge, dispositions, and performance criteria throughout the student teaching experience.

Formative Development:

The University Supervisor(s) and Cooperating Teacher(s) assess the Student Teacher throughout the student teaching placement using the same criteria. The Student Teacher should reflect on feedback received and ask for guidance and assistance to support improvement. It is your responsibility to be aware of areas in which you need to improve in order to meet or exceed each standard. To be recommended for West Virginia state licensure, the Student Teacher must meet or exceed each of the five standards.

Rating Scale:

The rating scales for the ST-11 Self Summative form evaluate the quality of overall performance on each Function of each Standard, a holistic score on each Standard, and a Final Overall Rating. The rating represents the level you have demonstrated by the end of Student Teaching.

The form also providesa column to record the variety of Performance Indicators you havedemonstrated. By reviewing and checking off the Performance Indicators demonstrated throughout student teaching, areas for development and improvement may be highlighted and addressed. The variety of Performance Indicators checked as observed will also contribute to the holistic scoring of each Standard.

Rating Each Function**:**

To determine a rating for each Function, consider how well you have demonstrated the Performance Indicators for that Function by the end of the Student Teaching experience.

**EX = Exceeds Standard** – The Student Teacher demonstrates the Function **extensively** or at a **high level** of proficiency or effectiveness based on the demonstration of the Performance Indicators.

**ME = Meets Standard** - The Student Teacher demonstrates the Function **adequately** or at a **satisfactory or acceptable level** of proficiency or effectiveness based on the demonstration of the Performance Indicators.

**AP = Approaches Standard** – The Student Teacher demonstrates the Function **marginally,** or at a **limited level** of proficiency or effectiveness based on the demonstration of the Performance Indicators.

**UN = Unsatisfactory** – The Student Teacher has displayed **grossly inappropriate** performance in any Function.

Determining the Overall Rating of Each Standard:

The same scoring categories are used for the overall rating of each Standard:

**EX = Exceeds Standard**

**ME = Meets Standard**

**AP = Approaches Standard**

**UN = Unsatisfactory**

Not all Functions must score **Meets Standard** for the Standard to be scored **Meets Standard** (See scoring rubrics for each individual standard below.) Consider the variety of Indicators and quality of each Function to determine a holistic rating on each Standard and award the appropriate score.

Because of the differences in number of Functions in the five Standards, each Standard has its own specific scoring rubric for each of the rating categories listed above. Use the specific scoring rubric for each individual Standard as shown below. These rubrics are also described in detail directly on the ST-11 SELF Summative form.

**Standard I:**

EX = 3 or more Functions at EX level; variety of Performance Indicators; All other Functions at ME level

ME = 3 or more Functions at ME level; variety of Performance Indicators; not more than 1 Function at AP level

AP = 2 or more Functions at AP level; limited Performance Indicators

UN = Less than 3 Functions demonstrated OR any Function with grossly inappropriate performance.

**Standard II:**

EX = 3 or more Functions at EX level; variety of Performance Indicators; All other Functions at ME level

ME = 4 or more Functions at ME level; variety of Performance Indicators; not more than 1 Function at AP level

AP = 2 or more Functions at AP level; limited Performance Indicators

UN = Less than 4 Functions demonstrated OR any Function with grossly inappropriate performance.

**Standard III:**

EX = 3 or more Functions at EX level; variety of Performance Indicators; All other Functions at ME level

ME = 4 or more Functions at ME level; variety of Performance Indicators; not more than 1 Function at AP level

AP = 2 or more Functions at AP level; limited Performance Indicators

UN = Less than 4 Functions demonstrated OR any Function with grossly inappropriate performance.

**Standard IV:**

EX = 2 or more Functions at EX level; variety of Performance Indicators; All other Functions at ME level

ME = 3 or more Functions at ME level; variety of Performance Indicators; not more than 1 Function at AP level

AP = 2 or more Functions AP; limited Performance Indicators

UN = Less than 3 Functions demonstrated OR any Function with grossly inappropriate performance.

**Standard V:**

EX = Either Function H or Function I or both at EX level; variety of Performance Indicators; All other Functions at ME level

ME = Both Functions H and I plus 3 or more other Functions at ME level; variety of Performance Indicators; not more than 1 Function at AP level

AP = Either Function H or Function I or 4 or more other Functions at AP level; may have limited Performance Indicators

UN = Function H or Function I demonstrated with grossly inappropriate performance.

Determining the Final Overall Rating**:**

Remember that the overall rating for each of the five Standards must score **Meets Standard** or higher for the Student Teacher to satisfy licensure requirements.

All criteria described below for each rating category must be satisfied for the Overall Final Rating to be at that level:

|  |  |  |
| --- | --- | --- |
| **Category** | **Criteria Required** | **Rating** |
| **Exceeds Standards**  [A] | **Three or more** standards at the **Exceeds Standard** level **and**  **All other** standards at the **Meets Standard** level (required for licensure). |  |
| **Exceeds Standards**  [B] | **One or two** standards at the **Exceeds Standard** level **and**  **All other** Standards at the **Meets Standard** level (required for licensure). |  |
| **Meets Standards**  [C] | **All five** standards at **Meets Standard** (required for licensure). |  |
| **Approaches Standards**  [D] | **One or more** standards at the **Approaches Standard** level.  (Not eligible for state licensure.) **No** Standard at **Unsatisfactory**. |  |
| **Unsatisfactory**  [F] | **One or more** standards at **Unsatisfactory** Level. |  |