

# **Evaluation of Teacher Candidate Performance**

## **Formative Assessment—Classroom Observations**

University Supervisors will conduct five classroom observations during the semester. In addition, Teacher Candidates for whom there is an Academic Consultant will receive two additional observations. The purpose of these visits is to provide a critique of performance that is formative in nature and that leads to better teaching.

## **Mid-term Evaluation**

The Mid-term Evaluation should be completed during a conference with the Cooperating Teacher, the Academic Consultant, and the Teacher Candidate. During or prior to the conference, the Academic Consultant will provide feedback. The Mid-term Evaluation is both summative and formative in nature. It is summative in that it provides a snapshot of the Teacher Candidate's current performance. It is formative in that it provides feedback leading to further progress towards meeting proficiency in student teaching. If needed, an action plan can be instituted at this point in time. If written, this plan should include specific information for improvement with target performance review dates. Such plans are signed by the professional team members.

## **Exit Evaluation**

The Exit Progress Report should be completed during a conference with the Cooperating Teacher and the Teacher Candidate. The Exit Evaluation serves as a summative performance report. The Teacher Candidate earns an S (satisfactory) or U (unsatisfactory). Student teaching is a process through which a person is also recommended (or is not recommended) for the teaching profession. The Reich College of Education supervisor and/or the academic consultant have the responsibility to counsel with any Teacher Candidate at any point during the semester if it appears that the Teacher Candidate is in jeopardy of receiving an unsatisfactory (U) grade. The Cooperating Teacher and the school Principal are also responsible for counseling with the Teacher Candidate if the individual is not making satisfactory progress and they should suggest courses of action.

## **Unsatisfactory Performance**

A teacher candidate, who does not demonstrate satisfactory progress and performance, may have, after consulting with the university supervisor, the cooperating teacher, and the Assistant Dean for Field Experience, the following options:

- Withdrawing from student teaching with a grade of "Incomplete" (I) and repeating the student teaching experience the following academic year.
- Withdrawing from student teaching with a grade of "W" if the withdrawal occurs within the appropriate university time frame.
- Continuing in student teaching and accepting the grade (S or U) as earned.
- Extending time beyond the normal deadline for student teaching.

When withdrawal of a teacher candidate is considered, the Reich College of Education supervisor is required to hold a hearing attended by the teacher candidate, Reich College of Education supervisor, cooperating teacher, and the Assistant Dean for Field Experiences. The

problems will be reviewed, and certain requirements will be determined that the teacher candidate must meet before attempting to student teach again.

### **Voluntary Withdrawal**

Students have the right to withdraw from student teaching during the semester. In the case of voluntary withdrawal, please:

- Notify the cooperating teacher and the university supervisor.
- Make an appointment for an exit interview with the Assistant Dean for Field Experience.
- Withdraw according to ASU registrar's procedures with tuition refund determined by the Registrar.
- Return all borrowed materials to the cooperating teacher and host school.
- Reapply through the standard application process for subsequent student teaching placement if appropriate.

### **Change of Placement**

Occasionally a specific placement is found to be unsuitable for the teacher candidate's success. It is important to allow sufficient time to determine if this is in fact the case. The following procedure should be followed:

- If factors indicate that a teacher candidate requires a change in placement, the RCOE supervisor will consult with the Assistant Dean for Field Experience to determine if a move is appropriate.
- If a move is to be made, the teacher candidate will be informed of such by the RCOE supervisor.
- The teacher candidate will then return all borrowed materials to the cooperating teacher and host school.

