SHIPPENSBURG UNIVERSITY
Teacher Education Unit
Assessment System

Roles and Responsibilities
TK20 coordinators post assessments to TK20, create data reports, and coordinate with program directors to ensure all needed forms are posted. Field office reminds cooperating teachers in the field to post necessary data to TK20. Program directors/SPA writers ensure that the TK20 coordinators have all the necessary assessments posted, remind instructors to enter data and analyze reports as needed. Instructors remind students to post necessary assignments/projects to TK20.

Beginning of each semester
1. TK20 coordinators will send out field experience binders and course assignments as determined by the various program and the unit assessment committee (specifics listed below)
2. Additional SPA data collection, specific program data collection, and/or individual course data collection will be included as requested by the appropriate faculty members
3. The goal is to get everything sent out by October 15/March 15 of each year. However, items cannot be sent to candidates who have not activated their TK20 account.

During each semester
1. Unit assessment committee will monitor TK20 activity and encourage school-based and university-based personnel to complete assignments according to suggested deadlines
2. Potential new assessments for the following semester must be submitted to the unit assessment committee by November 1/April 1 for use the following semester.
3. Candidates will be reminded to encourage their cooperating teachers to complete assessments sent to them through TK20.

End of each semester
1. All faculty members need to complete all assessments associated with their courses by December 20/May 20 each year.
2. TK20 coordinators will send reminder notices to assessors as necessary so that the assessments collected are as complete as possible.

Between December 20-January 20 and between May 20-June 20 each year
1. TK20 coordinators will prepare reports on each assessment distributed and will post those data reports in the appropriate files on the “S” drive (see specific URL on next page)

Between June 20-August 20 each year
1. TK20 coordinators will compile annual reports for those assessments that are collected each semester.

Between August 20-October 15 each year
1. Each program will meet to analyze data collected the previous year
2. Before October 20 every year, each program in the teacher education unit will submit a written report to the Dean of College of Education & Human Services.
3. Report must summarize what program changes, if any, will be made based on the data analysis.
4. If no changes are deemed necessary, the rationale for not making any changes must be included in the report.
5. Copies of the actual data need NOT be included with the report as the Dean will have access to them as needed.

Current Data on File

The data contained in the files listed below is ALL of the data that was included in TK20 for the listed assessments/semesters. Numbers are small because cooperating teachers and university faculty are still learning what expectations are in the new system.

All TK20 data reports are in spreadsheet format. Please do NOT make changes to the file saved on the “S” drive. Download any files you need and then manipulate the data as you see fit for your program needs. All data files are housed on the Ship “S” drive at the following location:

Education & Human Services > Field Experience > TK20 Data Reports > (your specific program) > (academic year data collected)

Individual reports are listed as “fall” or “spring” as appropriate. The following data reports are on the “S” drive as of 3-11-15:

7-12 English Program
2013-2014
   Philosophy of Education - spring
2014-2015
   Co-op Evaluation Secondary Methods - fall
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall

7-12 Math Program
2013-2014
   Philosophy of Education - spring
2014-2015
   Co-op Evaluation Secondary Methods - fall
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form – fall
7-12 Science Programs
Biology - 2013-2014
   Philosophy of Education - spring
Biology - 2014-2015
   Co-op Evaluation Secondary Methods - fall
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall
Chemistry - 2014-2015
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall
Earth Science - 2014-2015
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall
Physics - 2014-2015
   Co-op Evaluation Secondary Methods - fall

7-12 Social Studies Program
2013-2014
   Philosophy of Education - spring
2014-2015
   Co-op Evaluation Secondary Methods - fall
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall

K-12 Art Program
2014-2015
   Co-op Evaluation Secondary Methods - fall
   Co-op Evaluation of Student Teacher Dispositions - fall
   University Supervisor Evaluation of Student Teacher Dispositions - fall
   Co-op Evaluation of Student Teacher - fall
   PDE 430 form - fall
K-12 Spanish Program
2014-2015
Co-op Evaluation Secondary Methods - fall
Co-op Evaluation of Student Teacher Dispositions - fall
University Supervisor Evaluation of Student Teacher Dispositions - fall
Co-op Evaluation of Student Teacher - fall
PDE 430 form - fall

Early Childhood PK-4 Program
2013-2014
ECH 220 Child Study - fall
ECH 320 Child Study - fall
ECH 260 Child Study - spring
ECH 370 Child Study - spring
Impact on Student Learning - spring
2014-2015
Block 1 Co-op Field Assessment - fall
Block 3 Co-op Field Assessment - fall
Block 5 PK Co-op Evaluation - fall
Co-op Disposition Report All Blocks - fall
Cross Curricular Project - fall
ECH 220 Child Study - fall
ECH 320 Child Study - fall
ECH 440 Family Meeting Assignment - fall
ECH 453 Prop Box Assignment - fall
Co-op Evaluation of Student Teacher Dispositions - fall
University Supervisor Evaluation of Student Teacher Dispositions - fall
Co-op Evaluation of Student Teacher - fall
PDE 430 form - fall

Middle Level 4-8 Program
2013-2014
Cross-curricular unit - fall
Philosophy of education - fall
Differentiated Lesson Plan - spring
2014-2015
Cross-curricular unit - fall
Co-op Evaluation of Student Teacher Dispositions - fall
University Supervisor Evaluation of Student Teacher Dispositions - fall
Co-op Evaluation of Student Teacher - fall
PDE 430 form - fall
Unit-Wide Data

Diversity Survey
EEC 273 Pre-Test - spring 2014
EEC 273 Post-Test - spring 2014
EEC 273 Pre-Test - fall 2014
EEC 273 Post-Test - fall 2014
EEC 273 Pre-Test - spring 2015

Student Teacher Exit Survey
Spring 2014
Fall 2014
Early Childhood (PK-4) Assessment System

Fall Semester

Block 1 - sophomores (ECH 210, ECH 220)
  Field Experience Binder
  For cooperating teacher(s)
    Early Childhood Block 1 Assessment
    Dispositions form for teacher certification candidates
  For Field Experience professor
    Dispositions form for teacher certification candidates
  Course Binder for students
  ECH 220 Child Study Assignment

Block 3 - juniors (ECH 320, ECH 333, ECH 343)
  Field Experience Binder
  For cooperating teacher(s)
    Early Childhood Block 3 Assessment
    Dispositions form for teacher certification candidates
  For Field Experience professor
    Dispositions form for teacher certification candidates
  Course Binder for students
  ECH 320 Child Study Assignment
  Cross-Curricular Project

Block 5 - seniors (ECH 415, ECH 440, ECH 453)
  Field Experience Binder
    For cooperating teacher(s)
      ECH 415 Early Childhood PreK Assessment
      Pre-Service Teacher Dispositions
  For Field Experience professor
    Dispositions form for teacher certification candidates
  Course Binder for students
  ECH 440 Family Meeting Assignment
  ECH 453 Planning and Implementation (Prop-Box) Assignment

Spring Semester

Block 2 - sophomores (ECH 253, ECH 260, ECH 280)
  Field Experience Binder
    For cooperating teacher(s)
      Early Childhood Block 2 Assessment
      Dispositions form for teacher certification candidates
  For Field Experience professor
    Dispositions form for teacher certification candidates
Course Binder for students
ECH 260/280 Child Study Assignment

Block 4 - juniors (ECH 370, ECH 373, ECH 393)
Field Experience Binder
For cooperating teacher(s)
- Early Childhood Block 4 Assessment
- Dispositions form for teacher certification candidates
For Field Experience professor
- Dispositions form for teacher certification candidates
Course Binder for students
ECH 370 Child Study Assignment

Both Semesters

Student Teaching - seniors (ECH 489)
Field Experience Binder
For cooperating teacher(s)
- Mid-Term Cooperating Teacher Evaluation of Student Teacher
- Final Cooperating Teacher Evaluation of Student Teacher
- Student Teacher Dispositions Evaluation
For university supervisor
- Impact on Student Learning Rubric
- PDE 430 Form - Mid-Term
- PDE 430 Form - Final
- PDE 430 Addendum ECH
- Student Teacher Dispositions Evaluation
For student teacher
- Student Teacher Dispositions Evaluation - self-reflection
Portfolio - for students
- Student Teaching Portfolio
Surveys - for students
- Student Teaching Exit Survey
- Student Teaching Follow-Up Survey (new)
Middle Level (4-8) Assessment System

Fall Semester

TCH 206 - sophomores
Field Experience Binder
  For cooperating teacher(s)
  Middle level early field assessment
  Dispositions form for candidates
  For field experience professor
  Middle level early field assessment
  Dispositions form for candidates
Course Binder for students
  Middle Level Philosophy of Education assignment

Methods Block (TCH 251, TCH 322, TCH 348, TCH 342, TCH 366) - juniors/seniors
Field Experience Binder
  For cooperating teacher(s)
  Middle level practicum evaluation
  Pre-service teacher dispositions
  For field experience professor(s)
  Middle level practicum evaluation
  Pre-service teacher dispositions
Course Binder for students
  Cross-Curricular Unit Project

Spring Semester

TCH 261 - sophomores
Field Experience Binder
  For cooperating teacher(s)
  Middle level early field assessment
  Dispositions form for candidates
  For field experience professor
  Middle level early field assessment
  Dispositions form for candidates
Course Binder for students
  Differentiated Lesson Plan assignment
RDG 340 - sophomore/juniors
Field Experience Binder
  For cooperating teacher
    Middle level early field assessment
    Pre-service teacher dispositions
  For field experience professor
    Middle level early field assessment
    Pre-service teacher dispositions

Both Semesters

Student Teaching - seniors (EDU 495)
Field Experience Binder
  For cooperating teacher(s)
    Mid-Term Cooperating Teacher Evaluation of Student Teacher
    Final Cooperating Teacher Evaluation of Student Teacher
    Student Teacher Dispositions Evaluation
  For university supervisor
    Impact on Student Learning Rubric
    PDE 430 Form - Mid-Term
    PDE 430 Form - Final
    Student Teacher Dispositions Evaluation
  For student teacher
    Student Teacher Dispositions Evaluation - self-reflection
Portfolio - for students
  Student Teaching Portfolio
Surveys - for students
  Student Teaching Exit Survey
  Student Teaching Follow-Up Survey (new)
Secondary (7-12 and K-12) Assessment System

Fall Semester

TCH 207 - sophomores/juniors
Field Experience Binder
  For cooperating teacher(s)
  Secondary early field assessment
  Dispositions form for candidates
For field experience professor
  Secondary early field assessment
  Dispositions form for candidates
Course Binder for students
  Secondary Philosophy of Education assignment

Content Specific Methods Courses - juniors/seniors
ART 400 - Art Methods
Field Experience Binder
  For cooperating teacher(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions
For field experience professor(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions

EDU 412/EDU 413 - Social Studies Methods
Field Experience Binder
  For cooperating teacher(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions
For field experience professor(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions

EDU 421/EDU 422 - English Methods
Field Experience Binder
  For cooperating teacher(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions
For field experience professor(s)
  Secondary Methods evaluation form
  Pre-service teacher dispositions

EDU 426 - Spanish/French Methods
Field Experience Binder
  For cooperating teacher(s)
Secondary Methods evaluation form
Pre-service teacher dispositions
For field experience professor(s)
Secondary Methods evaluation form
Pre-service teacher dispositions

EDU 434/435 - Math Methods
Field Experience Binder
For cooperating teacher(s)
Secondary Methods evaluation form
Pre-service teacher dispositions
For field experience professor(s)
Secondary Methods evaluation form
Pre-service teacher dispositions

EDU 440/441 - Science Methods
Field Experience Binder
For cooperating teacher(s)
Secondary Methods evaluation form
Pre-service teacher dispositions
For field experience professor(s)
Secondary Methods evaluation form
Pre-service teacher dispositions

Spring Semester

TCH 207 - sophomores/juniors
Field Experience Binder
For cooperating teacher(s)
Secondary early field assessment
Dispositions form for candidates
For field experience professor
Secondary early field assessment
Dispositions form for candidates
Course Binder for students
Secondary Philosophy of Education assignment
Both Semesters

Student Teaching - seniors (EDU 495)
  Field Experience Binder
    For cooperating teacher(s)
      Mid-Term Cooperating Teacher Evaluation of Student Teacher
      Final Cooperating Teacher Evaluation of Student Teacher
      Student Teacher Dispositions Evaluation
    For university supervisor
      Impact on Student Learning Rubric
      PDE 430 Form - Mid-Term
      PDE 430 Form – Final
      PDE 430 Math addendum (for supervisors of math students only)
      Student Teacher Dispositions Evaluation
  For student teacher
    Student Teacher Dispositions Evaluation - self-reflection

Portfolio - for students
  Student Teaching Portfolio

Surveys - for students
  Student Teaching Exit Survey
  Student Teaching Follow-Up Survey (new)

Every Semester

EEC 273 Diversity Survey - pre-test during first 2 weeks of semester
EEC 273 Diversity Survey - post-test during last 2 weeks of semester