Master of Arts in Teaching
Fifth Year Program Handbook
2012-2013
Welcome

At Pacific, we believe nothing is more important than helping children to see all the possibilities the world holds for them. We believe nothing is more rewarding than the struggling student who triumphs because he knows his teacher cares. We believe nothing is more valuable than a teacher's gift for igniting the love of learning. Because of these beliefs we have infused all our programs with the key elements of our College of Education mission: "Transforming education through communities of learners, with a focus on promoting cultural competence, creating student-centered classrooms, and enhancing learning through technology."

When you join one of our learning communities you will experience faculty and staff members who are committed to supporting and challenging you to be prepared as exceptional teachers in a rapidly changing world. We'll assist you towards the goal of transforming the lives of your students. Our dynamic education programs are highly respected by school district leaders in Oregon and across the country. We will provide you with the theoretical foundation, practical knowledge, skills, and experience you need to be a professional educator in your chosen specialty.

We are committed to increasing our sphere of influence and deepening our commitment to quality. Thus, our licensure programs are approved by the Oregon Teacher Standards and Practices Commission (TSPC) and our degree programs are accredited by the Northwest Commission on Colleges and Universities (NWCCU). Further, the College of Education is nationally accredited by the National Council for Accreditation of Teacher Education (NCATE).
MISSION AND STANDARDS

Mission of the College of Education

The Pacific University College of Education embraces the mission and values of Pacific University along with its commitment to the liberal arts and sciences as we seek to prepare aspiring and practicing educators to promote and nurture learners’ intellectual, ethical, social, and emotional growth within a learning community that is committed to equity and diversity. In our shared vision, the College of Education exemplifies the values of the University, emphasizing academic rigor, integrity, individual growth, deep understanding, close community and ethical responsibility.

Since there are several programs in the COE there are various program goals and objectives. Uniting all our programs is the intersection of the COE vision statement (Transforming education through communities of learners) and three focus themes that capture our COE conceptual framework: (1) Promoting cultural competence; (2) Creating student-centered classrooms; and (3) Enhancing learning through technology. As shown below, these themes summarize our conceptual framework, thus letting all our constituents know what we value.

[Diagram showing the intersection of Promoting Cultural Competence, Creating Student-Centered Learning Environments, and Enhancing Learning through Technology]

PHILOSOPHICAL FOCUS OF THE CONCEPTUAL FRAMEWORK
Statement of Professional Commitment

The College of Education Statement of Professional Commitment has been adapted from the standards for competent and ethical behavior established for members of the teaching profession by the Teacher Standards and Practices Commission. When you graduate and embark on your career in education, you will recite this pledge as your commitment to the high standards that will be expected of you by your colleagues, and by the communities and schools in which you will serve.

As a member of the education profession, I commit to recognize the worth and dignity of all persons, encourage scholarship, and promote democratic citizenship. In addition, I will keep the confidentiality entrusted in the profession, strive for continued improvement and professional growth, extend equal treatment to all members of the profession in the exercise of their professional rights and responsibilities, and maintain the dignity of the field of education by respecting and obeying all the laws pertaining to the profession, and by exemplifying personal integrity and honesty.

Code of Academic and Professional Conduct

The goal of the College of Education is to provide an educational experience through which students may develop as confident, competent, and ethical educators who meet the program's expectations and the standards established by the State of Oregon, and abide by the most current state and federal laws governing the conduct of educators. To assist students in meeting the requirements of membership in the teaching profession, students in the College of Education are expected to learn and practice appropriate professional and ethical behaviors. The College of Education reserves the right to define professional competence and behavior, to establish standards of excellence, and to evaluate students in regard to them.

Agreement to abide by the policies and procedures of the University and the program is implicitly confirmed when students register each term. Students are expected to adhere to the various administrative and academic deadlines listed in the academic calendar and in course syllabi. Failure to do so may jeopardize their standing in the College of Education and may constitute grounds for probation or dismissal from the program. Students must maintain good standing in the program in order to be eligible for federally-funded financial aid or University/College of Education scholarships.

The following behaviors, along with those stated in the Standards for Competent and Ethical Performance of Educators (ORS 342.175 to 342.190), are expected while enrolled in the program and while representing the University. The inability to meet these standards will lead to disciplinary action and can result in dismissal from the school. Conduct inconsistent with these standards, such as plagiarism, cheating, lying and/or fraud, is considered unprofessional and will not be tolerated.

**Attitude:** Students are expected to possess personal qualities of integrity, honesty, dedication, responsibility, and strong ethical values; recognize the worth and dignity of all persons; and demonstrate sensitivity to others and a positive outlook. Students are expected to work cooperatively with others; participate and share information; treat faculty and staff, peers, students and mentors with respect; display a willingness to
learn and accept constructive criticism; be punctual; and demonstrate behavior that contributes to a positive learning environment.

**Attendance:** Students are expected to attend all classes unless excused by the instructor. Grades can be lowered by unexcused absences and/or lateness.

**Ability to work with others:** Cooperation and collegiality are required to be an effective professional educator. Students are therefore expected to cooperate, participate, share information, and show respect for others while enrolled in the program.

**Ability to work independently:** Initiative, perseverance, and self-discipline provide the foundation for professional excellence. Students are expected to initiate and pursue study independently and to accept responsibility for their own learning.

**Appearance:** Students are expected to observe professional guidelines for appropriate dress and hygiene.

**Research:** Students are required to abide by the ethical principles of research with human participants as defined by the American Psychological Association.

**Citizenship:** Students are expected to display those attributes expected of a member of a learned profession; promote democratic citizenship; demonstrate social awareness and a sense of social responsibility; and exemplify good citizenship in all social and community interactions.

**University rules and policies:** Students are expected to follow all guidelines set forth by Pacific University.
Standards for Competent and Ethical Performance of Oregon Educators

Standards for competent and ethical behavior have been established by the Teacher Standards and Practices Commission. The following legislative guidelines apply to teacher education students while at Pacific University:

The Competent Educator
584-20-010 The teacher or administrator demonstrates a commitment to:
   1. Recognize the worth and dignity
      of all persons;
   2. Encourage scholarship;
   3. Promote democratic citizenship;
   4. Raise educational standards; and
   5. Use professional judgment.

Statute Authority: ORS Ch. 342.175 to 342.190

The Ethical Educator
584-20-035 The ethical educator is a person who accepts the requirements of membership in the teaching profession and acts at all times in ethical ways. In so doing the ethical educator considers the needs of the students, the district, and the profession.
   1. The ethical educator, in fulfilling obligations to the student, will:
      a. Keep the confidence entrusted in the profession as it relates to confidential
         information concerning a student and family; and
      b. Refrain from exploiting professional relationships with any student for personal
         gain, or in support of persons or issues.
   2. The ethical educator, in fulfilling obligations to the district, will:
      a. Apply for, accept, offer, or assign a position of responsibility only on the basis of
         professional qualifications, and will adhere to the conditions of a contract or the
         terms of the appointment;
      b. Conduct professional business, including grievances, through established lawful
         and reasonable procedures;
      c. Strive for continued improvement and professional growth;
      d. Accept no gratuities or gifts of significance that could influence judgment in the
         exercise of professional duties; and
      e. Not use the district's or school's name, property, or resources for noneducational
         benefit without approval of the educator's supervisor or the appointing authority.
   3. The ethical educator, in fulfilling obligations to the profession, will:
      a. Maintain the dignity of the profession by respecting and obeying the law, 
         exemplifying personal integrity and honesty;
      b. Extend equal treatment to all members of the profession in the exercise of their
         professional rights and responsibilities; and
      c. Respond to requests for evaluation of colleagues and keep such information
         confidential as appropriate.

Statute Authority: ORS Ch. 342.175 to 342.190
Academic and Professional Standards

Good standing in the College of Education is defined as:
• continued enrollment;
• satisfactory performance in courses, practica, student teaching placements, and internships;
• satisfactory teaching competencies;
• behavior that leads to professional competence and positive interpersonal and professional relations;
• appropriate professional/ethical conduct.

Candidates are evaluated regularly in all these areas.

Satisfactory performance in courses is defined as maintaining a 3.00 minimum GPA in all professional education and endorsement area coursework with no grade lower than a C; a C- is not acceptable.

Satisfactory performance in practica, student teaching placements and internships is defined as completing them with a grade of Pass.

Candidates are expected to demonstrate behavior consistent with the Pacific University Code of Academic and Professional Conduct, the most current ethical code established by the Teacher Standards and Practices Commission, and the most current state and federal laws governing the conduct of educators. The College of Education reserves the right to define professional competence and behavior, to establish standards of excellence, and to evaluate candidates in regard to them.

Agreement to abide by the policies and procedures of the University and the program is implicitly confirmed when candidates register each term. Candidates are expected to adhere to the various administrative and academic deadlines listed in the academic calendar and in course syllabi. Failure to do so may jeopardize their standing in the College of Education and may constitute grounds for probation or dismissal from the program. Candidates must maintain good standing in the program in order to be eligible for federally-funded financial aid or University /College of Education scholarships.

Academic Performance Review

Faculty instructors will evaluate academic performance, practicum skills, and professional behaviors demonstrated in university classes, practica and student teaching settings. Evaluations will adhere to standards set forth in the Pacific University Graduate Professions Catalog and the Oregon Administrative Rules pertaining to teaching and teacher licensure. A student who is not performing adequately will receive notification through verbal feedback, individual advisement, and/or written notification.

The overall academic progress of each student is reviewed at the end of each grading period by the associate or assistant dean. Semester grades of less than “C”, that is “C-”, “D”, “F”, and “NP”, are substandard and may not be used to fulfill the requirements for a master’s degree or to fulfill requirements for a teaching license. Students may not register for student teaching with a recorded substandard grade or with a cumulative
GPA of less than 3.0. Additionally, students must maintain a cumulative GPA of 3.0 in each semester enrolled in order to continue in the program.

To continue in the program, any substandard grade must be rectified, either by taking the course again or through an independent contract with the course instructor. It is the responsibility of the student to initiate with the course instructor, and agree in writing to, a means of rectifying the substandard grade.

Violations of the Code of Academic and Professional Conduct

The College of Education assigns great importance to self-discipline, the ability to work with others, and the ability to conduct oneself in a professional manner. Violations of the Code of Academic and Professional Conduct can result in the dismissal of the student without previous warning at any time in his or her academic career. If such a violation occurs while a student is student teaching, the student may be removed from student teaching pending an investigation.

Any faculty member, instructor or individual with direct knowledge of a student’s violation of the Code of Academic and Professional Conduct may notify the Dean of the violation. The notice must be in writing and signed. The Dean will convene a committee composed of a faculty member from the College of Education, a faculty member from another Pacific University professional program, and a student representative to review allegations and recommend a resolution to the Dean of the College of Education who will make the final determination. Per University policy, that decision can be appealed to the University Standards and Appeals Board.

Appeals Procedure

A candidate may appeal a decision of the College of Education related to academic standing by submitting a letter to the Dean within ten business days notification of the decision. The appeal will be heard before a committee of five members appointed by the Dean. The committee will consist of a member of the Education Consortium, a faculty member from the Faculty of the Professional Schools, a faculty member from the College of Education outside of the candidate's own program, a faculty member selected by the candidate, and another student. Any appeal of this committee’s decision must be referred to the University Standards and Appeals Board.

Dismissal

The Dean of the College of Education will consider a recommendation for dismissal for any of the following:

- If a candidate fails to sustain satisfactory progress toward completion of the degree or licensure program because two or more substandard grades exist on the candidate's transcript at any time;
- Insufficient progress in the development of teaching competencies;
- Failure to comply with College of Education rules or procedures;
- Unprofessional conduct, unethical conduct, or illegal conduct; and
• Evidence of behavior that may hinder professional competence and interpersonal or professional relations.

Ordinarily, a candidate will have received warnings that his or her work is less than satisfactory before dismissal. However, a candidate may, for adequate cause, be dismissed without previous warning. Per university policy, a candidate can appeal the decision.

Student teaching is considered a part of the academic program. Specific procedures apply when candidates are unable to meet the demands of the placement. Those procedures are described in each of the program handbooks.

Course Attendance

Candidates have a personal and professional responsibility for course classroom attendance, active participation, timely completion of assignments, and attendance at practica and student teaching placements.

While Pacific University believes that candidates should be in attendance at all class sessions, individual faculty members are responsible for notifying candidates of attendance expectations in their courses at the beginning of each term and may lower a candidate’s grade for poor attendance or participation. Candidates are expected to inform their instructors of an unavoidable absence in advance. Assignment of makeup work, if any, is at the discretion of the instructor.

Attendance requirements during the practicum and student teaching experience include all professional and special events required of the mentor teacher. This may encompass, but is not limited to, after school or before school activities, evening events, inservice activities, staff meetings, parent/teacher conferences and sporting events. Only illness or family emergencies constitute a legitimate excuse for absence. If illness or an emergency necessitates an absence, the candidate is responsible for notifying their mentor teacher and university supervisor in a timely fashion.

Attendance at regularly scheduled classes is limited to candidates who are currently enrolled in the course or to invited guests of the course instructor(s). All other guests, including family members, require prior approval from the course instructor.

Grading Policy

The College of Education uses an “A” through “F” grading scale including “+” and “-“. (Please see the section “Academic Policies and Procedures” in the Graduate Professions Catalog for numerical values used in calculating grade point averages.) In graduate courses, all work below a “C” is considered failing and is not credited toward a graduate degree or licensure.
Incompletes

Instructors may issue a grade of Incomplete only when the major portion of a course has been completed satisfactorily, but health or other emergency reasons prevent the student from finishing all requirements of the course. The instructor and the student should agree upon a deadline by which all work will be completed. Students may not begin student teaching until all Incompletes are removed.

Instructor Responsibilities

The College of Education expects that its instructors will design and teach courses that appropriately challenge candidates. From the beginning of the course, instructors will clearly communicate expectations regarding standards of performance and will explain how grades will be determined and assigned. It is expected that candidates will receive feedback concerning their status during the course and that all graded work will be returned promptly. College of Education instructors will model and communicate expectations for exemplary professional behavior. Instructors will warn candidates when their academic performance or professional behavior is less than satisfactory as soon as that becomes apparent to the instructor.

Assignments and tests will be designed to allow a determination of candidates’ conceptual understandings of course material and their ability to apply what they have learned in an authentic manner in an educational setting. Instructors are responsible for judging the quality and accuracy of candidates’ work and assigning grades.

Instructors are expected to possess personal attributes of honesty, dedication, responsibility, and strong ethical values. They are expected to create a learning environment that is challenging, positive, and rewarding and that honors cultural differences and diversity. Instructors are expected to treat candidates and peers with respect and adhere to all Pacific University rules and guidelines.
GETTING STARTED AT PACIFIC

Student Handbook

The Student Handbook can be accessed on-line at the Pacific University website (http://www.pacificu.edu/) and provides information on the University's policies (alcohol, smoking, parking, etc.) and procedures. It is the student's obligation to be aware of and understand the policies and procedures contained in this publication.

Advising

Your advisor is assigned based on your authorization level, also called “strand.” The strand coordinators are listed below:

- Early Childhood/Elementary - Mark Bailey
- Elementary/ Middle School - Ann Matschiner
- Middle School/High School – Ann Matschiner

Student Account Information

- Your user name, called your “P-U-Net ID,” and password grants access to all Pacific web-based services including email, computer labs, Blackboard, and Boxer Online (student account information). Both your PUNet ID and password are case-sensitive.

You will not be able to access this information until you have been moved to a student status so please be sure to turn in your confirmation form if you have not already. If you have any questions about your admissions status, please contact Diana Watkins at 503.352.1435 or by email at teach@pacificu.edu.

- Your Boxer Card is a multifunctional ID card that contains your picture, your ID number, your PUNet ID, and your name. It serves as your identification card, library card, door access key (see final page regarding Pacific’s after-hours policy), and declining balance (printing and copies).

The Boxer Card office is located in the Campus Public Safety office, 2128 College Way, across the street from Bates House. For your convenience there is an officer staffing the Boxer Card office from 9am - 5pm. If you need a new or replacement Boxer Card you can stop by the Campus Public Safety office or call extension 3166 from 9am - 5pm or extension 2230 to arrange for any needs pertaining to your Boxer Card.
Communication

Email is the official means of communication throughout Pacific University and all University departments use your Pacific email address for correspondence. Please check your Pacific email account regularly for important updates and information.

You may have your Pacific email forwarded to other personal accounts, but please be aware that billing statements from the Business Office do not get forwarded. It is vital that you check your Pacific email account periodically as other offices may not forward either.

Email Forwarding Instructions:
• Log in to your Pacific email.
• Look for a link at the top right labeled “Settings.”
• After clicking on settings, there will be a new menu of choices at the top of the screen.
• Click on “Forwarding and POP/IMAP.”
• On the forwarding screen that appears, simply select the circle for “forward Pacific email to” and enter the new email address that Pacific email should be forwarded to.

It is vital that we have current contact information for you. Please be certain that our office always has a current address, phone number, and email address on file. You can update your information on Boxer Online (https://boxeronline.pacificu.edu).

Mailboxes are located in the east lobby of Berglund Hall. Please check your mailbox for communications from COE faculty and administration as well as from Pacific.

Registration

Due to financial aid and billing cycles, you will be automatically registered for classes when we receive confirmation from you that you will be attending the program. You are responsible for registration of any courses taken outside of the normal cohort program (i.e. Talented and Gifted, Cultural Competence, English Speakers of Other Languages). Registration forms are available at www.pacificu.edu/registrar/forms.

For questions about class schedules or registration procedures, please contact Jennifer Bridgewater, Student Services Manager for the College of Education. 503.352.1433 or bridgewater@pacificu.edu.
Health Insurance

All students MUST have health insurance if they are registered for 1 or more credits per semester.

If you do not have health insurance, you will be required to purchase student health insurance. If you do have insurance, you may waive Pacific University’s mandatory health insurance coverage by completing a waiver form and providing proof of insurance. Waiver forms are available on the Business Office website at www.pacificu.edu/offices/bo/forms. If you have already been charged and would like to waive, Pacific has 30 days from the start of the coverage to issue a refund. However, there will be a $25 administrative fee.

For more information regarding health insurance policies, please contact Renee Vanzant at 503.352.2231 or vanzanjr@pacificu.edu.

Immunizations

▷ All students born after 1956 and registered for 6 or more credits are required by Oregon State law to show proof of vaccination for MMR (mumps/measles/rubella). TD (tetanus/diphtheria) and TB (tuberculosis) are highly recommended. Please complete the Immunization Record form you received with your acceptance letter and provide documentation from a health care provider. If you need another form, please go to www.pacificu.edu/healthcenter/forms.

▷ Registration for fall semester will be delayed without proper immunization paperwork.

Textbooks

▷ Books and course packets are not included in tuition costs.
▷ Textbooks are available for purchase at the Pacific University Bookstore located at 2032 Pacific Avenue in Forest Grove. They may also be purchased from the Bookstore’s website at http://pacific.bncollege.com.

Book Return Policy:
• A full refund will be given in your original form of payment if textbooks are returned with a receipt during the first week of class.
• With proof of a schedule change and a receipt, a full refund will be given in your original form of payment during the first 30 days of classes.
• No refunds will be given without a receipt.
• Textbooks must be in original condition.
• Shipping and handling charges are not refundable.
Fingerprints

All pre-service teachers are required to have their fingerprints on file with the State of Oregon’s licensure authority, Teacher Standards and Practices Commission (TSPC). Oftentimes students have their fingerprints done as an instructional assistant or other job in the schools. However, TSPC completes a more thorough investigation to determine candidates’ eligibility to work unsupervised with children. If you have not had them done specifically for TSPC, you will need to have them done again. If you think that your fingerprints are already on file with TSPC, please verify with Kimberly Bittner, the COE Administrative Services Manager. She can be reached at kimberlyb@pacificu.edu.

We will arrange for a fingerprinter to come to campus. This typically occurs within the first two weeks of the program. You will be charged $15 by the fingerprinter and another $62 by TSPC for processing fees.

Student Services

✧ Parking: Students may purchase a parking permit at the Pacific Information Center (PIC) for use in designated student lots on campus. You may also park on the streets around campus, but note that there are time limits on most of these streets.

✧ College of Education Website: The COE website contains information about the college, our programs, course descriptions, student forms, handbooks, calendars, and links to faculty websites. You can access the COE website at www.pacificu.edu/coe.

✧ Berglund Hall Services:
  o Education Office (Berglund 106): Check in the office if you have any questions or need information. Faculty mailboxes are located here.
  o Student Lounge: There are student lounges on the first and second floors of Berglund Hall with printers, a copy machine, vending machine, and microwave for student use.
  o Computer Lab: Students have 24-hour access to the Berglund Computer Lab, located on the main floor of Berglund Hall. If you wish to use the lab after hours, call Campus Public Safety at 503-352-2230 and they will open the door for you. You must show photo ID. Please see “After Hours Access to Buildings” section for more information.

✧ Marsh Hall: The Registrar’s Office, Business Office, Financial Aid, Taylor Auditorium, University computer lab, and the President’s office are located in Marsh Hall.

✧ University Center – Washburn Hall: The cafeteria, a snack shop, ATM, and Pacific Information Center are located in the University Center.

✧ Pacific University Library: Students may use the library facilities upon presentation of their Boxer ID.
**Student Health Center:** All students are eligible to use the Student Health Center. Students are seen by appointment only. Call 503-352-2269 for scheduling.

**Pacific Athletic Center – Stoller Center:** The Stoller Center houses a gymnasium with three activity areas, side courts, a field house, three handball-racquetball courts, a squash court, sauna, dance studio, weight room, wrestling room and sports medicine/training room with whirlpools - all available for student use with a Pacific ID.

**Technology Information Page (TIP):** University Information Services has produced an information guide for using the University’s technology services. From the UIS website you can access a number of these information sheets including “Using MyAccount & BoxerMail” ([www.pacificu.edu/uis](http://www.pacificu.edu/uis)).

**Learning Support Services (LSS):** Learning Support Services at Pacific University coordinates educational accommodations for students with disabilities. Disabilities may be physical or learning related, and may be permanent or temporary. For more information, go to [www.pacificu.edu/studentlife/lss](http://www.pacificu.edu/studentlife/lss).

### After Hours Access To Buildings

To access academic buildings and labs after regular hours, you will need your current Boxer ID card with you. Many areas are designated limited access areas by professors, so you will have to be on an access roster to get in. To access an area after hours, please do the following:

1. Go to the building you want access to and check to see if it is open.
2. If the building is locked, use the nearest telephone and call Campus Public Safety at ext.2230 or 503.352.2230.
3. When the CPS officer answers, tell him/her your name, what building and room number you need access to, that you have your Boxer ID Card, and have checked the door and it is locked. The CPS officer will need all of this information.

*For a complete list of Pacific University’s academic policies and procedures, please go to the online catalog located at [www.pacificu.edu/catalog](http://www.pacificu.edu/catalog).*
Description of MAT Fifth-Year Program

Pacific University’s MAT Fifth-Year Program is a rigorous one year experience that consists of three distinct semesters and is composed of two conjoined elements: University coursework and school field experience.

You will begin intensive summer coursework in June by taking foundational coursework in community building, schooling and politics, educational psychology, and educational research.

After taking a few weeks off at the end of the summer, you will be back in the fall in your school placements beginning with the pre-school inservice days. Since most students will be receiving two authorizations, they will assist in two classrooms during this time and throughout the year. Throughout the fall, students will spend one day in one of these classrooms and one day in the other. Your responsibilities and participation will increase developmentally during the semester. The remaining three days you will take a full load of methods coursework that will require some work in your placements, as well as many hours of homework.

During the spring semester, you will take only one seminar course at the university and will focus on your student teaching. Students will spend the first nine weeks in one placement and the subsequent nine weeks in the other placement, except those students receiving only one authorization, who will spend eighteen weeks in one classroom.

You will spend at least three of these weeks with full responsibility for teaching the class (up to three preps in high school). Typically students ease into these responsibilities during the first three weeks, have full responsibility for three weeks, and ease out during the last three weeks. Student teachers complete their first practicum after nine weeks, and will repeat this schedule in the second placement for the last nine weeks of school. Student teachers have not finished their practicum teaching until the last day of school classes in their district.
### MAT Fifth-Year Curriculum

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<th>Semester</th>
<th>Course #</th>
<th>Title</th>
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<td><strong>The Foundations Block – All Authorizations</strong></td>
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<td><strong>Summer 2012</strong></td>
<td>EDUC 504</td>
<td>Learning Communities I: Personal Awareness</td>
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<td>EDUC 570</td>
<td>School &amp; Society</td>
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<td>EDUC 515</td>
<td>Advanced Human Development &amp; Psychology (ECE/Elem)</td>
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<td>EDUC 516</td>
<td>Advanced Human Development &amp; Psychology (MS/HS)</td>
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<td>Teacher as Researcher II</td>
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<td><strong>The Methods Block – Early Childhood/ Elementary Authorizations</strong></td>
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<td>EDUC 554</td>
<td>Instructional Methods Across the Social Studies</td>
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<td>EDUC 558</td>
<td>Curriculum Design: Early Childhood and Elementary</td>
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<td>EDUC 508</td>
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<td>Introduction to Math/Science/Health Teaching</td>
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<td>Applications of Math/Science/Health Teaching</td>
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<td>Expressive Arts in Early Childhood Education</td>
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<td>EDUC 537</td>
<td>Technology Across the Curriculum</td>
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<td>Practicum</td>
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<td>EDUC 573</td>
<td>Practicum</td>
<td>2</td>
</tr>
</tbody>
</table>

Continued on next page...
### The Methods Block – Middle School/ High School Authorizations

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 505</td>
<td>Learning Communities II: Diversity</td>
<td>2</td>
</tr>
<tr>
<td>EDUC 526</td>
<td>Teaching, Assessment, and Classroom Management</td>
<td>4</td>
</tr>
<tr>
<td>EDUC 541</td>
<td>Reading and Writing Across the Curriculum</td>
<td>2</td>
</tr>
<tr>
<td>Special Methods (in appropriate content area)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>EDUC 502 Art</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EDUC 503 Music</td>
<td></td>
<td></td>
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<tr>
<td>EDUC 538 Science</td>
<td></td>
<td></td>
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<tr>
<td>EDUC 539 Health/ PE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EDUC 546 Business</td>
<td></td>
<td></td>
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<tr>
<td>EDUC 547 Foreign Language</td>
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<td></td>
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<tr>
<td>EDUC 549 Mathematics</td>
<td></td>
<td></td>
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<tr>
<td>EDUC 551 Social Studies</td>
<td></td>
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<tr>
<td>EDUC 552 Language Arts</td>
<td></td>
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<tr>
<td>EDUC 553 Drama</td>
<td></td>
<td></td>
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<tr>
<td>EDUC 537</td>
<td>Technology Across the Curriculum</td>
<td>2</td>
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<tr>
<td>EDUC 573</td>
<td>Practicum</td>
<td>2</td>
</tr>
<tr>
<td>EDUC 567</td>
<td>Curriculum Design</td>
<td>2</td>
</tr>
</tbody>
</table>

### The Applications Block – All Authorizations

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 576</td>
<td>Learning Communities III: Reflection &amp; Practice</td>
<td>2</td>
</tr>
<tr>
<td>EDUC 575</td>
<td>Student Teaching</td>
<td>15</td>
</tr>
</tbody>
</table>
## Transition Points

Listed below are the transition points you will encounter over the course of your program, and the requirements you must fulfill in order to continue to the next block. Examples of the evaluation instruments are contained in the Assessment tab of this handbook.

<table>
<thead>
<tr>
<th>Transition Point</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Admission</strong></td>
<td>Official Transcripts&lt;br&gt;Completed Admissions Documents (including two essays)&lt;br&gt;Admission Evaluation Form&lt;br&gt;Interview&lt;br&gt;Passing Scores on Basic Skills Test&lt;br&gt;Admissions Committee Review</td>
</tr>
<tr>
<td><strong>Completion of Foundational Coursework</strong></td>
<td>Successful Completion of Foundational Coursework&lt;br&gt;Professors' Candidate Dispositions&lt;br&gt;Submission of TSPC documents (fingers, PA-1 form)</td>
</tr>
<tr>
<td><strong>Completion of Methods Block; Entry into Student Teaching</strong></td>
<td>Successful Completion of Methodology Coursework&lt;br&gt;Professors' Candidate Dispositions&lt;br&gt;Observation Journal and Reflection&lt;br&gt;Formative Evaluation by Mentor&lt;br&gt;Completed Modified Work Sample&lt;br&gt;Passing Scores on Subject Matter Tests&lt;br&gt;Passing Scores on Civil Rights Test</td>
</tr>
<tr>
<td><strong>Completion of Program</strong></td>
<td>Successful Completion of Student Teaching&lt;br&gt;Two Final Work Sample Evaluations&lt;br&gt;Midplacement Report of Student Teaching&lt;br&gt;Summary Evaluation of Student Teaching&lt;br&gt;Final Presentation</td>
</tr>
</tbody>
</table>
Final Presentation Assignment

This assignment is a formal presentation you will deliver at the conclusion of this program to the members of your strand and at least one faculty member. The intent of the assignment is to provide you with an opportunity to reflect carefully and critically about teaching, learning, and your development as a teacher over the course of the program. As you progress through your coursework and student teaching, be mindful of experiences you have in the classroom or in your placement that might be good episodes around which to base some of your remarks. For example, perhaps you are involved in a situation in your classroom that becomes a powerful learning experience for you. You may want to tuck it away as an example of a distilling moment in your development. Your presentation should tie together your experiences in the program, the theoretical perspectives that guide your teaching decisions, your beliefs about teaching, and your insights about your future growth as a teacher.

The presentation should be 10 to 15 minutes in length, and typically is followed by 5 minutes of questions, during which the audience may ask for clarification of your remarks, or push you to think beyond what you shared with the group. Although this assignment is required for successful completion of the program, it will not be graded as part of a particular course.

Presentations will be given in May and June. More information about this assignment will be given during the course of the program.
<table>
<thead>
<tr>
<th>Program</th>
<th>Test</th>
<th>When Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE/Elem</td>
<td><strong>Basic Skills</strong> – take one of the following tests:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Essential Academic Skills (EAS) [<a href="http://www.orela.nesinc.com">www.orela.nesinc.com</a>]</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Praxis I: Pre-Professional Skills Test (PPST) [<a href="http://www.ets.org/praxis">www.ets.org/praxis</a>]</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Washington Educator Skills Test – Basic (WEST-B) [<a href="http://www.west.nesinc.com">www.west.nesinc.com</a>]</td>
<td>Admission</td>
</tr>
<tr>
<td></td>
<td><strong>‘ORELA Multiple Subjects’ – both subtests are required [<a href="http://www.orela.nesinc.com">www.orela.nesinc.com</a>]</strong></td>
<td>Prior to student teaching</td>
</tr>
<tr>
<td></td>
<td>• Subtest I: Language Arts, Social Science and the Arts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Subtest II: Mathematics, Science, Health and Physical Education</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>ORELA Protecting Student and Civil Rights in the Educational Environment [<a href="http://www.orela.nesinc.com">www.orela.nesinc.com</a>]</strong></td>
<td>Prior to student teaching</td>
</tr>
</tbody>
</table>

| Elem/MS | **Basic Skills** – take one of the following tests:                  |                                    |
|         | • Essential Academic Skills (EAS) [www.orela.nesinc.com]             |                                    |
|         | • Praxis I: Pre-Professional Skills Test (PPST) [www.ets.org/praxis] |                                    |
|         | • Washington Educator Skills Test – Basic (WEST-B) [www.west.nesinc.com] | Admission                         |
|         | **‘ORELA Multiple Subjects’ – both subtests are required [www.orela.nesinc.com]** | Prior to student teaching          |
|         | • Subtest I: Language Arts, Social Science and the Arts               |                                    |
|         | • Subtest II: Mathematics, Science, Health and Physical Education     |                                    |
|         | **Middle Grades Examination required for Highly Qualified Designation – [www.orela.nesinc.com]** | Prior to student teaching          |
|         | Candidates can choose from any of the following:                     |                                    |
|         | • Middle Grades English Language Arts                                 |                                    |
|         | • Middle Grades General Science                                       |                                    |
|         | • Middle Grades Social Science                                        |                                    |
|         | • Middle Grades Mathematics                                           |                                    |
|         | Alternately, candidates may choose to complete a secondary level subject matter exam. |                                    |
|         | **ORELA Protecting Student and Civil Rights in the Educational Environment [www.orela.nesinc.com]** | Prior to student teaching          |

| MS/HS   | **Basic Skills** – take one of the following tests:                  |                                    |
|         | • Essential Academic Skills (EAS) [www.orela.nesinc.com]             |                                    |
|         | • Praxis I: Pre-Professional Skills Test (PPST) [www.ets.org/praxis] |                                    |
|         | • Washington Educator Skills Test – Basic (WEST-B) [www.west.nesinc.com] | Admission                         |
|         | **‘ORELA Multiple Subjects IF you want to teach at the middle level’ – both subtests are required [www.orela.nesinc.com]** | Prior to student teaching          |
|         | • Subtest I: Language Arts, Social Science and the Arts               |                                    |
|         | • Subtest II: Mathematics, Science, Health and Physical Education     |                                    |
|         | **Subject Matter Examination – [www.orela.nesinc.com] or [www.ets.org/praxis]** Please refer to the Minimum Passing Scores for Oregon Licensure for test selection. | Prior to student teaching          |
|         | **ORELA Protecting Student and Civil Rights in the Educational Environment [www.orela.nesinc.com]** | Prior to student teaching          |

*Effective September 1, 2012, candidates will be required to take a new Multiple Subjects Examination required by Teacher Standards and Practices Commission. Please note that scores will be honored for candidates who have taken and passed the ORELA MSE prior to this date.
### Minimum Passing Scores for Oregon Licensure

<table>
<thead>
<tr>
<th>Basic Skills</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EAS Subtest I: Reading</strong></td>
<td>220</td>
</tr>
<tr>
<td><strong>EAS Subtest II: Writing</strong></td>
<td>220</td>
</tr>
<tr>
<td><strong>EAS Subtest III: Mathematics</strong></td>
<td>220</td>
</tr>
<tr>
<td>PPST: Mathematics (test #10730)</td>
<td>175</td>
</tr>
<tr>
<td>PPST: Reading (test #10710)</td>
<td>174</td>
</tr>
<tr>
<td>PPST: Writing (test #20720)</td>
<td>171</td>
</tr>
<tr>
<td>WEST-B: Mathematics</td>
<td>240</td>
</tr>
<tr>
<td>WEST-B: Reading</td>
<td>240</td>
</tr>
<tr>
<td>WEST-B: Writing</td>
<td>240</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ORELA Multiple Subjects Examination</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtest I: Language Arts, Social Science, and the Arts</td>
<td>240</td>
</tr>
<tr>
<td>Subtest II: Mathematics, Science, Health, and Physical Education</td>
<td>240</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Middle Level HQ Tests</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Grades English Language Arts</td>
<td>222</td>
</tr>
<tr>
<td>Middle Grades General Science</td>
<td>228</td>
</tr>
<tr>
<td>Middle Grades Social Science</td>
<td>227</td>
</tr>
</tbody>
</table>

*Note: Middle level tests for language arts, science, and social studies are only valid to teach at the middle school level.*

<table>
<thead>
<tr>
<th>Middle Level Basic Math Endorsement</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Grades Mathematics (Basic Math)</td>
<td>225</td>
</tr>
</tbody>
</table>

The Basic Math endorsement is valid to teach any course in middle school or high school at or below Algebra I including Remedial Math; Mathematics; Basic Math; Math Concepts (grades 6-8); Pre-Algebra; Introductory Algebra; Basic Algebra; Algebra I; Competency Mathematics; Consumer Mathematics; General Math I & II; Mathematics Fundamentals; Math Lab; Middle Mathematics Skills; Problem Solving; and other math-related courses at or below the Algebra I level.

<table>
<thead>
<tr>
<th>Subject Matter Examinations</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Art (requires two authorization levels – ECE/ELEM or ELEM/MS or MS/HS)</strong></td>
<td>230</td>
</tr>
<tr>
<td>Biology (Middle school and/or high school authorization levels)</td>
<td>220</td>
</tr>
</tbody>
</table>

*Note: Valid to teach Biology; Agriculture; Animal Systems; Chemistry; Life Science; Natural Resources; Plant Systems; and Zoology and other specialized courses.*

| Business Education (Middle school and/or high school authorization levels) | 234           |
| Chemistry (Middle school and/or high school authorization levels)         | 220           |

*Note: Valid to teach Chemistry; Integrated Science; Life & Physical Sciences; Physics; Technical Science and other specialized courses.*

| French                                           |                |
| *German                                          |                |
| Health (Middle school and/or high school authorization levels)             | 240           |

*Note: Valid to teach Health Education; Advanced Health; Food and Fitness; Drug Education; Health Promotion; Health and Wellness Education; Individual Health Projects; Chemical and Substance Abuse Education; Family Living, and other health-related courses or activities.*

<table>
<thead>
<tr>
<th>Integrated Science</th>
<th>Passing Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Science</td>
<td>220</td>
</tr>
</tbody>
</table>

*Note: Valid to teach Agriculture; Astronomy; General Biology; Botany; General Chemistry; Earth Science; Integrated Science; Life & Physical Science; Natural Resources; General Physics and other specialized courses.*
## Language Arts (Middle school and/or high school authorization levels)

- English Language Arts 236

### *Marketing*

### Mathematics, Advanced (Middle school and/or high school authorization levels)

- Mathematics 225  
  **Note:** Valid to teach Advanced Algebra; Trigonometry; Pre-Calculus; Calculus; Statistics & Probability; Geometry; Survey Geometry; Trigonometry Analysis; and Other math-related courses. Required to teach above the Algebra I level.

### Mathematics, Basic (Middle school and/or high school authorization levels)

- Middle Grades Mathematics 225  
  **Note:** Valid to teach any course in middle school or high school at or below Algebra I including Remedial Math; Mathematics; Basic Math; Math Concepts (grades 6-8); Pre-Algebra; Introductory Algebra; Basic Algebra; Algebra I; Competency Mathematics; Consumer Mathematics; General Math I & II; Mathematics Fundamentals; Math Lab; Middle Mathematics Skills; Problem Solving, and other math-related courses at or below the Algebra I level.

### **Music** (requires two authorization levels – ECE/ELEM or ELEM/MS or MS/HS)

- 220

### **Physical Education** (requires two authorization levels – ECE/ELEM or ELEM/MS or MS/HS)

- 224  
  **Note:** Valid to teach games and sports skills; Gymnastics; Movement; Personal & Social Development; Physical Fitness and Body Development; Rhythms; Adaptive motor skills, and athletic training.

### Physics (Middle school and/or high school authorization levels)

- 232  
  **Note:** Valid to teach Astronomy; Chemistry; Integrated Science, Life & Physical Sciences; Meteorology; Physics; Robotics; Technical Science and other specialized courses.

### Social Studies (Middle school and/or high school authorization levels)

- Social Science 237

### Spanish (Middle school and/or high school authorization levels)

- 226

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*The following tests are currently being offered as part of the Praxis II series through ETS. You can obtain information about test dates, locations, and on-line registration at the Praxis website ([www.ets.org/praxis](http://www.ets.org/praxis)).*

<table>
<thead>
<tr>
<th>Subject Endorsements</th>
<th>Test Number</th>
<th>Passing Score</th>
</tr>
</thead>
</table>

### French (Middle school and/or high school authorization levels)

- French: Content Knowledge 20173 146
- French: Productive Language Skills 10171 160

### German (Middle school or high school authorization levels)

- German: Content Knowledge 20181 156
- German: Productive Language Skills 30182 160

### Marketing (High school authorization level only)

- Marketing Education 10561 163
English to Speakers of Other Languages (ESOL) Endorsement

The ORELA English to Speakers of Other Languages (ESOL) Examination is required of candidates seeking licensure as ESOL teachers. Candidates must pass both subtests. You can obtain information about test dates, locations, and on-line registration at the ORELA website (www.orela.nesinc.com). Candidates seeking this endorsement must qualify, through approved academic preparation in the desired authorization levels and through supervised work experience or student teaching, for authorization at any of the following two levels: early childhood and elementary; elementary and middle level; or middle level and high school.

### ORELA ESOL

| Subtest I: Foundations of ESOL | 240 |
| Subtest II: ESOL Assessment & Instruction | 240 |

### ORELA ESOL Bilingual

| Subtest I: Foundations of ESOL | 240 |
| Subtest II: ESOL Assessment & Instruction | 240 |

*Note: In addition, candidates must achieve a score of Intermediate High or above in a target language on the American Council on the Teaching of Foreign Languages Oral Proficiency Interview.*

### Subjects for Which No Exam is Required

A transcript evaluation is required to qualify for these endorsements. In addition, to be recommended for an endorsement in either Japanese or Russian, candidates must achieve a score of Intermediate High or above on the American Council on the Teaching of Foreign Languages Oral Proficiency Interview and the Writing Proficiency Test. See ACTFL website for additional information.

- **Drama** (Middle school and/or high school authorization levels)
- **Japanese** (Middle school and/or high school authorization levels)
- **Russian** (Middle school and/or high school authorization levels)

| ORELA Civil Rights | Passing Score |
| Protecting Student and Civil Rights in the Educational Environment Examination | 240 |

**The following subject areas require two authorizations (ECE/Elem, Elem/MS, or MS/HS) and do not require the Multiple Subjects Examination** (All other licensure tests still apply for these endorsements):

- Art
- ESOL and ESOL/Bilingual
- Music
- Physical Education
- Reading
Pre Student Teaching Practicum

MAT Fifth Year candidates will begin their placements during inservice week and will be present every day, including all meetings. When Pacific University classes begin, they will attend all day every Tuesday at one placement site and all day every Thursday at their other placement site.

ECE/Elem candidates also complete a 2-week rotation in the Early Learning Community (ELC) at Pacific University for preschoolers ages 3 and 4, and full day kindergarten. A schedule will be sent to mentors, indicating the 2 weeks their candidate will not be present in the mentor’s classroom.

Please note that during student teaching, it is important for candidates to visit other classrooms, schools, and/or districts in order to observe settings that represent a broad range of teaching styles, methods of classroom organization, and students from varying socio-economic levels. It is permissible during the pre-teaching practicum for mentors to encourage candidates to visit other classrooms as well.

Student Teaching

The process of accepting responsibilities during the student teaching experience should be a gradual one, varying with each individual while still allowing the student teacher to assume increased classroom duties and instruction each week. The six stages, discussed in more detail later in the handbook, include: orientation, observation, planning for teaching, participation as a team member, assuming teaching responsibilities, and teaching without full-time supervision.

Throughout the experience, student teachers should schedule regular conference times with their mentor teachers to share observations, raise and answer questions, socialize, and plan. Student teachers should plan carefully with their mentors, submitting unit or lesson plans in advance to facilitate review and discussion. In addition, each student teacher will visit other classrooms, schools, and districts in order to observe and teach in settings that represent a broad range of teaching styles, methods of classroom organization, and students from varying socio-economic levels.

Evaluation is a continual process, not only through daily comments and observations by the mentor teacher, but through regular discussions and reference to the student teacher's progress toward the requirements of the TSPC and Pacific University College of Education Summary Reports. Student teachers assess their own performance and discuss evaluations with their mentors.

Assisting as liaison between the school and Pacific is the university supervisor, who visits approximately every two weeks. Student teachers also meet with university faculty at regularly scheduled seminars.
At the conclusion of each semester, student teachers receive a grade of Pass (equivalent of a C or above) or No Pass (failure to meet established standards for the field experience). The grade, given by the university supervisor, incorporates feedback and recommendations from mentor teachers. At the end of each semester, the College of Education will assess individual progress toward meeting the academic, practicum, and professional program requirements. Student teachers must meet all requirements in order to continue in the program.

**Pacific University College of Education Student Teaching Definition**

Student teaching comprises a collaborative teaching partnership between mentor teachers and student teachers whose purpose is to increase student learning. To that end, mentors and student teachers collaborate in a variety of ways:

1. One teach, one observe – purposeful observation for feedback, teaching, and evidence of student learning.
2. One teach, one assist – one teacher provides assistance as needed to students around the classroom while the other leads the entire group.
3. Parallel teaching – both teachers simultaneously lead the same range of content to groups of students.
4. Station teaching – both teachers lead different content to groups of students who rotate from one teacher to the next.
5. Shared/team teaching – both teachers deliver instruction in a coordinated way in addition to the above patterns; e.g., tag team teaching.
6. One teach – student teacher fully responsible for student learning without the mentor teacher in the room.
7. One teach to the whole group, one teach one-on-one – the teacher working with one student could work within the classroom or in another learning setting.

Candidates for the Oregon Initial Teaching License at Pacific University complete the full-time, student teaching experience over a period of eighteen weeks. Depending upon their programs, candidates complete student teaching in one of the following patterns:

1. Nine weeks each at two contiguous authorization levels.
2. Fifteen weeks at one authorization level, three weeks at a contiguous authorization level.
3. Eighteen weeks at one level.

During the eighteen-week, full-time experiences candidates complete two work samples in which they provide evidence that students learn under their care and that they meet the competencies as an effective teacher.

During the eighteen-week student teaching experiences, candidates have the opportunity to show competence in meeting the ten standards required for the Oregon Initial Teaching License:

1. Learner Development – The teacher understands how learners grow and develop, recognizing the patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
2. Learning Differences – The teacher uses understanding of individual differences and diverse cultures and communities to ensure learning environments that enable each learner to meet high standards.

3. Learning Environments – The teacher works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.

4. Content Knowledge – The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.

5. Application of Content – The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.

6. Assessment – The teacher understands and uses multiple methods of assessment to engage learners in their own growth, to monitor learning progress, and to guide the teacher's and learner's decision making.

7. Planning for Instruction – The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.

8. Instructional Strategies – The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.

9. Professional Learning and Ethical Practice – The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions to others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.

10. Leadership and Collaboration – The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

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**Student Teacher Role**

During the year, the student teacher moves from an observing and assisting role to a teaching role, practicing and demonstrating competencies under the guidance of a qualified mentor teacher. The student teacher's primary responsibilities are to:

- develop competence in six key areas: planning for instruction, classroom management, implementing plans for instruction, evaluation of student achievement, professionalism, and endorsement area knowledge;
- maintain high standards of professional and personal ethics in working with staff and students, maintaining confidentiality at all times;
- attend all classes and meetings regularly and punctually;
- develop, with the mentor teacher, a schedule for assuming classroom responsibilities;
- encourage evaluation of lesson plans and teaching performance by the mentor teacher and through self-assessment;
- learn and adhere to school, district, and state rules and policies pertaining to the school program;
- participate in the total school program (extracurricular activities, in-service programs, and other staff development activities);
- read and progress toward requirements of the TSPC and Pacific University College of Education student teaching evaluations;
- invite the appropriate placement administrator to observe 2-3 times so that person can write a letter of recommendation.
- Student teaching comprises a collaborative teaching partnership between mentor teachers and student teachers whose purpose is to increase student learning. To that end, mentors and student teachers collaborate in a variety of ways:
  - One teach, one observe
  - One teach, one assist
  - Parallel teaching
  - Station teaching
  - Shared/team teaching
  - One teach
  - One teach to the whole group, one teach one-on-one

Please refer to page 32 for descriptions of the collaborative teaching partnership models.

**Mentor Teacher Role**

The mentor teacher serves as the primary guide, support and model for the student teacher, while sharing classroom responsibilities and expertise. Student teaching comprises a collaborative teaching partnership between mentor teachers and student teachers whose purpose is to increase student learning. To that end, mentors and student teachers collaborate in a variety of ways:
  - One teach, one observe
  - One teach, one assist
  - Parallel teaching
  - Station teaching
  - Shared/team teaching
  - One teach
  - One teach to the whole group, one teach one-on-one

Please refer to page 32 for descriptions of the collaborative teaching partnership models.

Through regular planning and feedback, the mentor teacher will suggest, demonstrate, analyze, evaluate, and reinforce learning experiences.

Perhaps the most difficult and challenging responsibility of a mentor teacher is allowing the student teacher to develop a personal teaching style, which may differ from that of the mentor teacher's. The mentor teacher will need to encourage the student teacher to be innovative and creative in the classroom. The University expects the student teacher to work within the general curriculum that has been established in a school and to follow all school rules and procedures. At the same time, the student teacher should be given
opportunities to try alternative instructional approaches and develop curriculum material in areas that have been approved by the mentor teacher.

Among other responsibilities, mentor teachers will:

- provide the student teacher with a faculty handbook or source of information pertaining to building and district policies, procedures, and routines;
- introduce the student teacher as a colleague to students and staff;
- create an atmosphere of acceptance for the student teacher with the students, staff, and community;
- guide the student teacher in setting goals and objectives through planning, writing and revising lesson plans, using a variety of teaching strategies, measuring and evaluating student growth, and designing feedback techniques;
- inform the student teacher concerning background information of students and introduce available resource persons and materials;
- guide the student teacher in advancing from an assisting role to a primary teaching role while the mentor teacher moves to a supporting role;
- require the student teacher's self-evaluation through suggestions, constructive criticism, and encouragement;
- provide written comments on lesson plans following observations of the student teacher's teaching;
- provide opportunities for the student teacher to observe other teachers and programs;
- consult regularly with the university supervisor about the student teacher's progress;
- assist the student teacher in the development and implementation of a work sample;
- assist the student teacher in developing an individual teaching style;
- complete Pacific University student teaching evaluation forms; the university supervisor will supply the forms to the mentor teacher – samples provided herein;
- recommend a Pass/No Pass grade based on student teacher's proficiency and completion of program requirements.

Criteria and Selection of Mentor Teachers

Mentor teachers are responsible for a major part of the learning-to-teach process. Criteria and selection procedures reflect the importance of this person's role in educating teachers. School districts and university faculty collaborate in selection of mentor teachers. The following selection criteria have been reviewed and approved by the University's Education Consortium. The mentor teacher requirements include:

- preparation in supervising, evaluating, and/or instructing student teachers;
- minimum of two years of successful classroom teaching, preferably in the district (and immediately prior to supervision of an student teacher), and at least one year in that particular school;
- a current Oregon teaching license with appropriate endorsements for current assignments;
- demonstrated competence as a teacher;
- a positive professional attitude and enthusiasm for teaching;
- understanding of effective teaching strategies;
• ability to relate to and communicate with other teachers, administrators, staff, children, and parents;
• skills in evaluating the performance of student teachers and a willingness to constructively share the evaluation with the student teacher and university supervisor;
• ability to work cooperatively with the student teacher and university supervisor;
• willingness to participate in two orientation seminars to the program and to student teacher supervision.

The Building Administrator

In assuming responsibility for student teachers within the building, the building administrator:
• assists in selecting mentor teachers;
• orients student teacher to the school's philosophy, policies, regulations, and the physical plant;
• helps student teacher become acquainted with the school staff;
• confers with the mentor teacher about the student teacher's progress;
• suggests teachers or schools as possible observation sites;
• communicates with the university supervisor.

Student teaching comprises a collaborative teaching partnership between mentor teachers and student teachers whose purpose is to increase student learning. To that end, mentors and student teachers collaborate in a variety of ways:
  o One teach, one observe
  o One teach, one assist
  o Parallel teaching
  o Station teaching
  o Shared/team teaching
  o One teach
  o One teach to the whole group, one teach one-on-one

Please refer to page 32 for descriptions of the collaborative teaching partnership models.
The University Supervisor

The university supervisor serves as the liaison between the public schools and the University. Student teaching comprises a collaborative teaching partnership between mentor teachers and student teachers whose purpose is to increase student learning. To that end, mentors and student teachers collaborate in a variety of ways:

- One teach, one observe
- One teach, one assist
- Parallel teaching
- Station teaching
- Shared/team teaching
- One teach
- One teach to the whole group, one teach one-on-one

Please refer to page 32 for descriptions of the collaborative teaching partnership models.

The university supervisor will:

- inform the district personnel about program expectations and requirements;
- meet with the mentor teacher and student teacher to plan, implement, and evaluate the experience;
- visit and observe student teacher's performance approximately every two weeks;
- confer with the student teacher and mentor teacher after observations, and supply copies of written reports for the student teacher, mentor teacher, building administration, and the College of Education;
- schedule conferences with the student teacher and mentor teacher to evaluate the experience at the middle and end of student teaching;
- consult with the student teacher to discuss the student teacher's progress with the work samples;
- assess the two work samples required of each student teacher;
- monitor the student teacher’s progress toward requirements listed on the TSPC and the Pacific University College of Education student teacher evaluations;
- complete the student teacher evaluation forms.
Student Teaching Placements

Pacific University prepares teachers for four authorization levels: early childhood, elementary, middle school, and high school. Students are strongly encouraged to prepare for two contiguous authorizations. Students are placed in preparation strands accordingly. Practicum and student teaching requirements vary somewhat with each of the three strands.

**Early Childhood** (pre-kindergarten-grade 4) /**Elementary Education** (grades 3-8)
During the fall practicum (2 days per week from September through late January), students spend one day in an early childhood classroom and one day in an upper elementary classroom. Eighteen weeks of student teaching are required during spring semester. Students generally student teach 9 weeks at each level.

**Elementary** (grades 3-8) /**Middle School** (grades 5-9 in an elementary, middle, or junior high school)
Students require two placements - one in an elementary school at the upper elementary level and one in a middle school in an endorsement area appropriate to their academic preparation. During the fall practicum (2 days per week from September though late January), students go to the elementary school one day per week and to the middle school one day per week. Eighteen weeks of student teaching are required during spring semester. Students generally student teach 9 weeks at each level.

**Middle School** (grades 5-9 in an elementary, middle, or junior high school) /**High School** (grades 7-12)
Students require two placements - one in a middle school in an appropriate endorsement area and one in a high school in an appropriate endorsement area. During the fall practicum (2 days per week from September through late January), students report to the middle school one day and to the high school one day. Eighteen weeks of student teaching are required during spring semester. Students generally student teach 9 weeks at each level.
Work Sample Requirement

As part of the MAT program, students are required to develop and teach two work samples, typically one at each authorization level (if only pursuing one authorization, two work samples are still required at that one authorization). The work sample is a unit of study that demonstrates that students are able to design a unit based on state standards. It requires students to develop lessons, incorporate different types of assessment, reflect on their teaching, and suggest ways in which instruction could be improved. The focus is on the students in their classroom and ways in which their learning can be enhanced. According to Oregon Administrative Rule 584-017-0185 work samples should include:

a) Context of the school and classroom is explained, learners with special needs, TAG learners, ESOL learners and learners from diverse cultural and social backgrounds are described, adaptations for their learning needs are discussed, and prerequisite skills required for the unit are considered;

b) Goals for the unit of study, which is generally two to five weeks in length, that vary in kind and complexity, but that include concept attainment and application of knowledge and skills;

c) Instructional plans to accomplish the learning goals of the group(s) of students that include differentiation of instruction for all students listed in (a);

d) Data on learning gains resulting from instruction, analyzed for each student, and summarized in relation to students' level of knowledge prior to instruction;

e) Interpretation and explanation of the learning gains, or lack thereof; and

f) A description of the uses to be made of the data on learning gains in planning subsequent instruction and in reporting student progress to the students and their parents.

g) Purposeful attention to literacy instruction based upon content requirements, appropriate authorization level and student needs in at least one subject.

Stages of Responsibility

Student teaching is a progression of experiences beginning with observations, shared responsibilities, and full-time teaching responsibilities. This learning process is guided by the expertise and modeling of the mentor teacher, other building personnel, and the university supervisor.

Student teachers assume responsibility in teaching through the following stages: orientation, observation, planning for teaching, participation as a team member, assuming teaching responsibilities for one or more periods per day, to teaching without full-time supervision. Each stage is described below.

Stage 1: Orientation
Observing a master teacher establish classroom procedures, assess student needs, and introduce students to the school and classroom is important for all student teachers. Becoming acquainted with staff members, students, and the school building is the initial step in student teaching. Student teachers should familiarize themselves with the instructional and the non-instructional duties that teachers perform each day.
Stage 2: Observation
During the first weeks of the fall practicum, the student teacher observes the teacher in the classroom, focusing on how expectations are clarified to students, interpersonal style with students, methods of instruction, time management, etc. During this period, the student teacher may also benefit from observing other teachers.

Stage 3: Participation as a Team Member
The student teacher now begins to assume minor roles in the classroom by helping with class routines, monitoring students, and working with individuals and small groups. Some of these tasks may also be performed during Stage 2, the observation period.

As student teachers familiarize themselves with the various roles of teachers, they are encouraged to participate in the school's extracurricular programs. Activities might include school programs, musical events, carnivals, clubs, athletics, publications, etc. At the same time, student teachers should always keep in mind that their first responsibility is in the classroom, avoiding outside involvement at a level that might affect classroom performance.

Stage 4: Planning for Teaching
Next the student teacher and mentor develop a tentative schedule of when the student teacher will assume class responsibilities. The plan should call for the student teacher to gradually add teaching tasks each week. During the planning stage, it is essential to become familiar with classroom routines and curriculum materials as well as to plan objectives, appropriate learning experiences, and the evaluation of future units of study. The student teacher should also become acquainted with the students' backgrounds and specific curriculum requirements for the school.

Stage 5: Assuming Teaching Responsibilities
During this stage, the student teacher begins to take responsibility for an entire lesson or class period. The student teacher and mentor should jointly determine when it is appropriate to begin a collaborative teaching partnership model/s. In many cases, the student teacher may begin teaching a lesson from the mentor teacher's plans. Often it is advantageous to first observe the mentor teaching, then model and adapt the plans during a subsequent class period. Later, of course, the student teacher should create his/her own plans.

Before teaching lessons, the student teacher should discuss plans with the mentor looking for appropriateness of objectives, time allotments, types of activities, prepared handouts, tests, and any suggestions.

Should the mentor teacher remain in the classroom during initial lessons? This will vary. The student teacher and mentor teacher will discuss their preferences with each other during the initial stages of student teaching. Some student teachers find it easier to assert their authority in the beginning if they are alone with students in the room; others appreciate the extra support of their mentor's presence. Often mentor teachers may be absent from the first part of the lesson and discreetly reappear later. (While in the class, mentors will invariably find that their students continue to ask them questions. It is useful for the mentor teacher to redirect students to the student teacher, letting them know that "______ is your teacher today.")
Although constant observation by a mentor teacher is not necessary, it is important to frequently monitor lessons and provide regular written feedback, reinforcement and suggestions both orally and in writing. A weekly formal observation followed by a conference can be extremely valuable. (See Supervision section.) Periodic lessons can also be videotaped; and student teachers and mentors should debrief the session together.

Under any of the collaborative teaching partnership models, the student teacher takes responsibility for their lessons, they must write lesson plans for all lessons taught. Those plans should be shared with the mentor during the week prior to teaching. This is important not only to inform the mentor teacher but also to solicit suggestions. Although consistency is important for students in the class, student teachers should also be guided to experiment with new approaches and develop their own teaching styles.

Students are required to write and implement two work samples, teaching a minimum of eight lessons in each. A work sample must be taught at each authorization level.

Stage 6: Teaching the Work Sample
During this stage, the student teacher takes full responsibility for all teaching. The student teacher keeps a lesson plan book, writes the lesson plans, organizes for the lesson, teaches the lessons, and follows through in appropriate ways. The student teacher may consult with the mentor teacher as he/she plans the lessons. The mentor will observe formally and informally on a regular basis.

The responsibilities of student teaching are outlined more specifically in a document entitled Alignment Between Conceptual Framework Themes, College of Education Values, and Practicum and Student Teaching Responsibilities, located in the Appendix. Throughout the practicum and full time student teaching experience we expect candidates to gain competencies in all these areas.

Supervision and Mentoring

Pacific University's program of supervision is based on a professional supervision cycle. This cycle involves planning, preconference, observation, analysis, and post-conference, all focused on a specific lesson or set of lessons. Steps leading to the successful use of this cycle are as follows:

Early in the semester the mentor teacher, student teacher, and university supervisor confer to discuss university requirements, responsibilities of each person, collaborative teaching partnership models, the guidelines for planning and implementing lessons, and the process of observing and evaluating the student teachers.

The student teacher and the university supervisor meet to discuss the supervision cycle and clarify the role of the university supervisor during the observations and the role of the mentor during mentor observations.
The Professional Supervision Cycle:

Planning
At the beginning of each week, the student teacher is expected to have an outline of all lessons that will be taught that week. The student teacher is expected to have complete lesson plans prepared and available for examination no later than the morning of the day these lessons will be taught. It is recommended that the student teacher and mentor teacher discuss lesson plans and review lessons on a daily basis.

Preconference
Prior to an observation, the student teacher meets with the university supervision and explains objectives and plans. The student teacher then notes component of the lesson that may be strengths or weaknesses. The supervisor provides feedback about the lesson and provides suggestions. There is a discussion about the elements of that lesson on which the supervisor will focus.

Observation
The supervisor observes the lesson and records data based on the preconference as well as other observations and insights.

Analysis
Immediately after the lesson the student and the supervisor take the time to reflect on the lesson, noting areas of strength and areas to be improved.

Post-Conference
The supervisor meets with the student teacher to discuss the lesson. Together they analyze the lesson, sharing observations, perceptions, and insights. The student teacher might be guided to analyze the lesson through the following questions:
1. Did you meet your lesson objectives?
2. What were the strengths of your lesson?
3. What would you do differently?

It is recommended that this cycle also be used for observations by the mentor teacher. Each observation by the university supervisor or mentor is recorded on a supervision report form and copies are given to the student teacher. Copies should also be given to the mentor teacher and the building administrator.

Mentor teachers and administrators are encouraged to contact the university supervisor with any questions or concerns. Should the university supervisor be unavailable, mentor teachers and administrators should contact the appropriate program coordinator.
Evaluation

Student teachers are evaluated according to their mastery of Pacific University's student teacher competencies. These are organized around six major areas:

- Planning for instruction
- Establishing a classroom climate conducive to learning
- Implementing instructional plans
- Evaluating student achievement
- Professionalism
- Subject matter competence

The first four areas are criteria set by the Teacher Standards and Practices Commission (TSPC) for licensure. The final two are Pacific University requirements.

It is essential that supervising teachers provide regular feedback, noting growth as well as areas for improvement. The student teacher and supervisors should each complete the appropriate evaluation forms. A three-way conference is then held with the student teacher, the mentor teacher and the university supervisor.

In order to pass and be recommended for licensure, students must meet competencies in each of the six areas designated on the Pacific University College of Education Student Teacher Summary Evaluation. Performance is assessed jointly by the university supervisor and mentor teacher and recorded on the Summary Evaluation.

In cases of disagreement concerning the student teacher's final evaluation, students should appeal to the appropriate appellate body.

Oregon Laws and Student Teachers

According to Oregon school law, school boards may contract with approved teacher education institutions to allow the use of their schools for training students of approved teacher education institutions.

Student teachers have full authority to teach during their assignment times, and such assignments have the same effect as if they held valid teaching licenses.

Student teachers may not serve as substitute teachers. In the absence of the mentor teacher, a regular substitute teacher must be assigned to the class.

Policies Regarding Student Teachers

Dress
Student teachers are expected to dress professionally. Style of dress should be consistent with that of teachers at the school.
Absences
Prompt and regular attendance is essential. However, when student teachers must be absent, it is essential that they notify the mentor teacher, university supervisor, and strand coordinator prior to the time school begins on the morning of the absence. Every effort should be made to make necessary arrangements. This is a professional degree/licensure program. Student teachers should consider the field experiences, university class sessions, and full-time student teaching as they would a regular full-time teaching position. Excessive absences and tardiness reflect poorly on the candidate's professional and personal commitment and could result in termination from the program.

Vacations
Student teachers follow the school district's schedule for holidays and in-service days.

Liability
School districts provide limited liability coverage for student teachers. Students are encouraged to acquire additional coverage through homeowner's insurance or through a student membership in the Oregon Education Association (OEA).

Removal and/or Termination of a Student Teacher from Placement
When a university supervisor becomes aware of a serious problem with the teaching performance of a student teacher, the following procedures apply.

1. Notify the Program Coordinator and set up a meeting to include the Program Coordinator, mentor teacher, university supervisor, and student teacher.
2. The university supervisor and the mentor teacher will have the following materials available for the meeting: All observation reports and a completed Midplacement Student Teaching Progress Report.
3. At that meeting the following should occur:
   a. Student is apprised of the specific deficiencies in performance relative to the competencies required of teachers in OAR 584-060-0040.
   b. A plan is devised for student to correct deficiencies
   c. A timeline for correcting deficiencies is determined.
   d. The results of the meeting – deficiencies, plan, and timeline – will be communicated by the Program Coordinator in written format to the student teacher. Copies will be sent to the Dean of the College of Education, building principal, university supervisor, mentor teacher, and file.
4. At the end of the determined timeline, the university supervisor, mentor teacher and student teacher will meet to assess progress. If sufficient progress has been made to continue student teaching, the cycle of plan and timeline can be repeated. The university supervisor will provide a written record of this meeting including further plans and timelines to the student with copies to the mentor teacher, Program Coordinator, Dean of College of Education, building principal and student file.
5. If the university supervisor and mentor teacher consider the progress insufficient to continue student teaching, the Program Coordinator will meet with the student teacher, university supervisor, mentor teacher, and building principal.
   a. University supervisor should bring observation reports and an updated Midplacement Student Teaching Progress Report.
   b. Student will be notified at meeting that student teaching will not continue.
c. Student will subsequently be notified in writing that student teaching is terminated. Copies will be sent to the Dean of the College of Education, building principal, university supervisor, mentor teacher and student file.
d. The Program Coordinator and university supervisor will make a recommendation to the Dean of the College of Education concerning a second placement, remedial process, or termination from program.

6. If a second placement is deemed appropriate:
   a. Student will receive an Incomplete in student teaching. The Incomplete will not be removed until all requirements are met within a pre-determined timeframe.
   b. With respect to confidentiality and reason, principal and teacher at the second placement site will be made aware that it is a second placement
   c. If the placement continues into the following semester, the student will not be charged again for student teaching.
   d. If appropriate and with the agreement of student teacher, a new university supervisor will be assigned.
   e. The TSPC requirement for 15 weeks of student teaching may be, but not necessarily will be, met by combining successful experience in the first and second placements.
   f. The student teacher must meet the requirement to teach two work samples.
   g. The university supervisor will make weekly observations in the new placement if necessary.
   h. At the direction of the Program Coordinator, the student teacher must participate in any remedial coursework, remedial tasks, or plans of assistance in advance of or during the second placement.
   i. The student teacher may not participate in graduation ceremonies until requirements are met.

7. If the student teaching is terminated:
   a. The student teacher will be notified in writing that student teaching is terminated. Copies will go to the Dean of the College of Education, university supervisor, mentor teacher, building principal and student file.
   b. Student will receive a No Pass for student teaching
   c. The student may request a program transfer to the Master of Arts in Education (MAE) program, and with the appropriate and required number of hours may be granted a MAE, a non-licensure degree.
   d. Registrar, Business Office and Financial Aid are notified.

In the event that a school or school district elects to discontinue a student teaching placement, the university will determine the appropriateness of a new placement, with consideration given to the length of time remaining in the student teaching term and the stated reasons for the school district decision.

Procedures for Differing Evaluation and Appeals
The Dean of the College of Education will insure that the following procedures are implemented, as required by Oregon Administrative Rule 584-17-0035.

1. Procedure to resolve differing evaluations between the University and school district mentor teachers.
   a. In the event of a disagreement regarding the Midplacement Student Teaching Progress Report, additional observations will be scheduled.
b. If a concern is expressed by the student, the University, or the school district, observation(s) shall be made by representatives from both the school district and the University. If the student requests, (s)he may select a third observer.

c. At the conclusion of student teaching, if disagreement exists between the University and school district mentor teacher regarding the Summary Evaluation, the College of Education appropriate appeals committee will arbitrate the matter.

d. Failing resolution of the matter at this level, the student may carry an appeal to the appropriate University appeals committee.

2. Procedure for student appeal if the University declines to nominate the student for certification.

   a. The student will receive written notification from the Dean that he or she will not be recommended for certification.

   b. The student may submit a written petition to the appropriate College of Education appeals committee appealing that decision.

   c. The committee will review and respond to the petition within one week.

   d. Failing resolution of the matter at this level, the student may carry an appeal to the appropriate University appeals committee.

Finding a Teaching Position

Student teachers will attend seminars designed to assist them in learning about resume writing, interviewing, and preparing a placement file. With the consent of mentor teachers, student teachers may also attend the annual Oregon Professional Educators Fair, where they have the opportunity to meet administrators from Oregon and neighboring states.
PROFESSIONAL INFORMATION

College of Education Initial Teaching License Program Requirements

1. Prior to being admitted into the College of Education, all teacher candidates must show evidence of basic skills competency. Candidates must successfully pass one of the following TSPC required tests: California Basic Educational Skills Test (CBEST), the Praxis I: Pre-Professional Skills Test (PPST) or the Praxis I: Computer Based Test (CBT), NES Essential Academic Skills test (EAS), or Washington Educator Skills Test – Basic (WEST-B).

2. Prior to field practicum placement all candidates must submit fingerprints as required by TSPC to work in an Oregon school. No student may be placed in a student teaching practicum unless his or her fingerprints have been submitted to TSPC.

3. Candidates are required to pass the appropriate subject exams specific to the level and subject area of interest prior to enrolling in student teaching. Candidates who have not completed this requirement cannot enroll in courses for the next semester.

   The subject area test requirements vary according to authorization level, and are as follows:

   **Early Childhood/Elementary Education:**
   ORELA Multiple Subjects Exam: Subtests I and II  (accepted until August 31, 2012)
   NES Elementary Education Exam: Subtest I and II (effective September 1, 2012)

   **Middle School Education:**
   ORELA Multiple Subjects Exam: Subtests I and II  (accepted until August 31, 2012)
   NES Elementary Education Exam: Subtest I and II (effective September 1, 2012)

   You may become highly qualified to teach a core middle school subject by passing a middle level subject area test (Middle Grades Social Science, Middle Grades Language Arts, Middle Grades Science). These middle school tests cannot be used for teaching at the high school level.

   **High School Education:**
   Praxis or NES tests appropriate for your endorsement areas
Overload During Student Teaching Policy

Students are allowed to take a maximum of seventeen semester hours during the semester in which they student teach. Students may petition to take more than this maximum amount if the request meets one or more of the following conditions:

1. The course is needed in order to complete requirements for graduation at the end of the student teaching semester.
2. The course is needed to add a specialized endorsement or certificate (reading, ESOL, special education, talented and gifted, cultural competency, etc.) that will be completed by the end of the semester following the semester in which student teaching is completed.

Students must complete an Add/Drop petition and present it to the faculty member(s) who oversees the program in which they are enrolled. Should one or both of the above conditions be met, the dean will approve of the overload only upon the approval of the faculty members at the campus in which the student is enrolled.

Number of Endorsements Earned During an Initial Teaching License Policy

Candidates for the Initial Teaching License normally complete requirements for one or two endorsement areas while in their programs. If candidates desire to complete the requirements for more than two endorsement areas, they must show evidence of having completed the subject area exam prior to enrolling in the methods course appropriate to the endorsement. Candidates will not be allowed to take additional area endorsement methods courses as independent study while enrolled in their Initial Teaching License programs.

Candidates who are interested in adding a specialty area endorsement such as English to Speakers of Other Languages or Reading Specialist, must obtain approval from their strand advisor before pursuing coursework. Additional course load and financial aid implications will be considered.
Number of Authorization Levels Completed During Student Teaching Policy

Candidates for the Initial Teaching License are encouraged to complete two authorization levels (early childhood, elementary, middle level, high school) during the student teaching phase of their programs. Evidence of effectiveness (work sample) showing that candidates meet the standards required for the Initial Teaching License is required for each authorization level. Should candidates choose to complete only one authorization level during the student teaching experience they must complete two work samples at that authorization level, as required by TSPC.

Candidates are limited to two authorization levels during the student teaching experience. However, candidates may be granted permission to meet the requirements for adding an authorization level to a license should they desire to complete a third authorization level during their Initial Teaching License programs. This includes registering for an additional practicum experience and may include additional methodology coursework.
TSPC Requirements for being a Program Completer for the Initial Teaching License

In order to be recommended by Pacific University’s College of Education to Teacher Standards and Practices Commission (TSPC) for an Initial Teaching License, candidates must meet the following requirements as a Program Completer:

1. **Bachelor’s Degree** – Show evidence of having completed a bachelor’s degree from a regionally accredited college or university or an American equivalent to this standard.

2. **Basic Skills Competency** – Show evidence of having passed a basic skills competency test required by TSPC: California Basic Educational Skills Test (CBEST) or the Praxis I: Pre-Professional Skills Test (PPST), the Praxis I: Computer Based Test (CBT), NES Essential Academic Skills (EAS) or Washington Educator Skills Test – Basic (WEST-B).

3. **Character Clearance** – Show evidence of having fingerprints cleared by TSPC indicating minimum standards for character clearance have been met.

4. **Pacific University Program Requirements** – Show evidence of having passed the Pacific University program requirements (i.e., Master of Arts in Teaching, Bachelor’s degree in Education and Learning, customized initial teaching license, APT/SPED, etc.).

5. **Content Knowledge** – Show evidence of having passing scores on subject exams specific to the level and subject area of interest as required by TSPC. In addition, show evidence in the following: coursework in each endorsement area, and evidence during student teaching that you meet the Pacific University content knowledge standards as assessed by the mentor teacher and university supervisor.

6. **Civil Rights Competency** – Show evidence of having passed the ORELA Protecting Student and Civil Rights in the Educational Environment Exam.

7. **Evidence of Effectiveness** – Show evidence of having completed two work samples assessed by Pacific University faculty as having met the standard for effectiveness as a teacher at the authorization level(s) appropriate to the program. If two authorization levels are being sought, a work sample is required at each level. If one authorization level is being sought two work samples are required at that level.

8. **Student Teaching** – Show evidence of having met all the standards required by TSPC and Pacific University for the Initial Teaching License in at least 15 weeks of student teaching as assessed by the mentor teacher and the university supervisor.

Please be aware that we will not be able to recommend you for licensure in any other state unless you have met the requirements for Oregon licensure, even if you do not intend to apply for an Oregon license.
Kappa Delta Pi Honor Society in Education

All students who have a 3.25 cumulative graduate GPA and who have participated in a community service project may apply for membership in Kappa Delta Pi.

What are the benefits of belonging to such an organization?

- You will receive a newsletter, resources, and a journal on a regular basis.
- You have access to regional conferences.
- You have access to scholarships.
- You are building a network of professional contact and affiliations.
- You grow as a professional.

The opportunity to apply will be announced during Fall Semester.
Candidate Dispositions
Issues Procedure

When a faculty member or supervisor becomes aware of a problem or issue related to the Candidate Dispositions Assessment, the following procedures apply.

1. Faculty member will notify the student (candidate) of a concern and will set up a meeting to review the dispositions. The student will be asked to complete Candidate Dispositions Self-Assessment form to bring to the meeting. The faculty member will bring the Candidate Dispositions Assessment form and documented evidence of concerns to the meeting. At that meeting the following will occur:
   a. The student and faculty member will review the Candidate Dispositions Self-Assessment.
   b. The student will be apprised of the specific deficiencies relative to the competencies required in the Dispositions document.
   c. A plan will be devised for the student to correct the deficiencies.
   d. A timeline for correction will be determined. The results of the meeting – deficiencies, plan, and timeline – will be summarized in writing and copies provided to the student, the strand or program coordinator, and the Dean and Assistant Dean of the College of Education; a copy will be placed in the student’s file.

2. At the end of the determined timeline, the faculty member, strand/program coordinator, and student will meet to assess the progress. If sufficient progress has been made, it will be noted in writing and the student will continue on with coursework and program. Copies summarizing this meeting will be given to the student, the strand/program coordinator, the Dean and Assistant Dean; a copy will be placed in the student’s file.

3. If the faculty member and strand/program coordinator feel that insufficient progress has been made, the Dean will hold a meeting with the student and the faculty member and strand/program coordinator. Faculty members will bring documentation of issues, observation reports, and updated observations to the meeting.
   a. At that meeting all parties will affirm that the student will not continue on to the next phase of the program.
   b. The candidate will be subsequently notified in writing that s/he will not be able to continue in the licensure program. Copies will go to the Dean of the College of Education, Dean of Students, strand/program coordinator and student file.
Candidate Dispositions Assessment

Formative/final evaluation for: ____________________________ Course # ______

Faculty name___________________________________ Date: __________________

Please evaluate the student in the following areas (1-2 = needs improvement; 3 = satisfactory; 4-5 = excellent; N/O = No opportunity to observe). Areas that need improvement will be the subject of a conference according to the Dispositions Issues Procedure. If improvement is not sufficient the student may be precluded from continuing in the program.

1) **Candidate is working towards cultural competence.**

Value Statement: *Has a commitment to respect humanity in all its diversity*

- Understands cultural competence and acts in accordance
- Is cognizant of and applies relevant sections from the TSPC handbook on “Discrimination and the Oregon Educator”
- Is deliberate in holding self, peers, and students accountable for disrespectful language or actions
- Affirms and otherwise nurtures practices that advance equity and diversity

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ N/O

Comments:

2) **Candidate interacts constructively.**

Value Statement: *Interacts constructively with students and their parents as well as colleagues, administrators, and other school/University personnel, to achieve both instructional and relational goals*

- Interacts with university faculty and staff respectfully
- Interacts with classmates in a courteous manner
- Is able to disagree respectfully
- Demonstrates flexibility and cooperation in working with others
- Accommodates, respects, and values the cultural beliefs and practices of those she/he interacts with, modeling the principles of cultural competence
- Models the principles of cultural competence

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ N/O

Comments:
3) **Candidate is ethical and professional.**
*Value Statement: Demonstrates ethical and professional behavior (a) in the classroom and (b) in the community*
- Honors confidentiality issues associated with teaching
- Exemplifies good citizenship and cultural competency in all social interactions
- Arrives to class on time and prepared; turns in assignments on time
- If absence is necessary, communicates with professor and makes up work in a timely manner
- Interacts professionally and respectfully with school personnel, parents and other members of the community
- Responds appropriately to feedback; accepts constructive feedback
- Acts affirmatively in advancing and honoring the ethics of diversity including holding self and others accountable to standards and expectations stipulated in TSPC’s “Discrimination and the Oregon Educator”
- Written communication is acceptably free of grammatical and spelling errors
- Avoids any violation of the Code of Academic and Professional Conduct

☐ 1  ☐ 2  ☐ 3  ☐ 4  ☐ 5  ☐ N/O

Comments:

4) **Candidate is a reflective practitioner.**
*Value Statement: Continually studies and reflects upon theory, research, practice, and the available resources in order to improve teaching effectiveness*
- Exhibits an appropriate level of critical thinking in an organized written format
- Is able to act, study and learn independently
- Uses research appropriately to inform planning, teaching, management, assessment and all phases of instruction
- Is able to articulate and defend beliefs and/or ideas in an organized oral and/or written format

☐ 1  ☐ 2  ☐ 3  ☐ 4  ☐ 5  ☐ N/O

Comments:

5) **Candidate contributes to the learning community.**
*Value Statement: Exhibits energy, drive, and determination to make one’s school and classroom the best possible environment for teaching and learning*
- Participates in class discussions and activities thoughtfully
- Respects cultural diversity and demonstrates understanding of issues of privilege and power
- Seeks clarification and extra help appropriately

☐ 1  ☐ 2  ☐ 3  ☐ 4  ☐ 5  ☐ N/O

Comments:
### Practicum/Field Experience
Candidate Evaluation by Mentor Teacher

Candidate: ___________________ School: ___________________

<table>
<thead>
<tr>
<th>Please rate the following teacher competencies:</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>N/O</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needs Improvement</td>
<td>Satisfactory</td>
<td>Outstanding</td>
<td>No Opportunity to Observe</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. The candidate demonstrates competency in oral communication.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>2. The candidate demonstrates competency in written communication.</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>3. The candidate is dependable, conscientious and punctual.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>4. The candidate contributes to the learning community.</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>5. The candidate energetically works to develop instructional skills.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. The candidate is committed to the development of his/her cultural competence.</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>7. The candidate demonstrates both content knowledge and pedagogical content knowledge.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. The candidate is an effective instructor with individual students and small groups.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. The candidate uses instructional resources and technology tools to enhance learning.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. The candidate interacts constructively with students, their parents, and school personnel.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. The candidate demonstrates awareness of the importance of professional appearance and demeanor.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Grade:   Pass [ ]   Fail [ ]

Areas of Strength:

Areas to be Strengthened:

Comments and Suggestions:

________________________  __________________________  __________________
Mentor Teacher (printed)  Signature  Date

*Note: The candidate has access to this report.*
PACIFIC UNIVERSITY COLLEGE OF EDUCATION

MIDPLACEMENT STUDENT TEACHING PROGRESS REPORT

Student Teacher (Candidate) ______________________  Semester/Year __________________

Mentor Teacher ________________________________  Subject/Grade ____________________

School __________________________  District ________________________________

Directions: This evaluation form provides midplacement feedback to the student teacher and Pacific University faculty members. The following standards, set by Teacher Standards and Practices Commission (TSPC) and Pacific University College of Education faculty members, require student teachers to demonstrate the knowledge, skills, and competencies necessary for good teaching and learning at the following license level (check appropriate level):

Early Childhood __________  Elementary _________  Middle Level ___________  High School __________

Circle the level of proficiency demonstrated by the student teacher at this point in the student teaching experience. By the conclusion of the student teaching experience, student teachers should be able to demonstrate proficiency at a level 3 or above in each of the standards in order to earn the Oregon Initial Teaching License.

Rating Scale for Standards One through Five:

<table>
<thead>
<tr>
<th>0</th>
<th>1 – 2</th>
<th>3 – 4</th>
<th>5 – 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not yet able to demonstrate the knowledge, skills, and competencies needed to meet the needs of many learners. (Has not met the standards for the Initial Teaching License during this practicum.)</td>
<td>Developing awareness and beginning to demonstrate the knowledge, skills, and competencies needed to meet the needs of most diverse learners. (Has the potential to meet the standards for the Initial Teaching License.)</td>
<td>Knows and demonstrates the knowledge, skills, and competencies needed to meet the needs of most diverse learners. (Regularly meets the standards for the Initial Teaching License.)</td>
<td>Knows and demonstrates well the knowledge, skills, and competencies needed to meet the needs of most diverse learners. (Exceeds the standards for the Initial Teaching License. Candidate performs at the level expected of an experienced teacher.)</td>
</tr>
</tbody>
</table>

STANDARD 1: PLAN FOR INSTRUCTION
Candidate plans instruction that supports student progress in learning and is appropriate for the developmental level and demonstrates ability to:

<table>
<thead>
<tr>
<th>No opportunity to demonstrate proficiency</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Select or write learning goals for units of instruction that are consistent with the school’s long term curriculum goals, State content standards and district standards, research findings on how students learn, and the physical and mental maturity of one’s students;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Determine the current performance level of one’s students with respect to the learning goals established for a unit of instruction;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Establish objectives within the unit of instruction that will be useful in formulating daily lessons and in evaluating the progress of students toward the attainment of unit goals;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Determine content, skills and processes that will assist students in accomplishing desired unit outcomes, and design learning activities that lead to their mastery;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>e. Select and organize materials, equipment, and technologies needed to teach a unit of instruction;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>f. Design and adapt unit and lesson plans for all learners and exceptional learners, including but not limited to students with varying cultural, social, socio-economic and linguistic backgrounds;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>g. Estimate the time required within a unit for teacher-directed instruction, student-managed learning and practice, student evaluation/reporting and re-teaching/problem solving.</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

Composite Score for Standard One: 0 1 2 3 4 5 6
### STANDARD 2: ESTABLISH CLASSROOM CLIMATE
Candidate establishes a classroom climate conducive to learning and demonstrates ability to:

<table>
<thead>
<tr>
<th>No opportunity to demonstrate proficiency</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Affirm the dignity and worth of all students and provide the positive support students need to be effective learners;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Establish, communicate, and maintain rules, procedures and behavioral expectations that provide a safe and orderly environment for learning, are appropriate to the level of development of students, and are consistent with laws governing student rights and responsibilities;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Employ equitable practices that are just and that support a least restrictive environment for all students;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Model and reinforce classroom social behavior that supports student learning and development;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>e. Use knowledge of the influence of the physical, social, and emotional climates of students' homes and the community to optimize motivation, learning, and behavior;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>f. Monitor student conduct, and take appropriate action when misbehavior occurs;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>g. Interact thoughtfully and courteously with all students and their families and seek to resolve conflicts in a professional manner, respecting familial and community cultural contexts;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>h. Use classroom time effectively to provide maximum time for learning;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>i. Manage instructional transitions decisively and without loss of instructional time;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>j. Arrange and set up instructional materials and equipment in advance of class to facilitate their effective and efficient use during lessons;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>k. Coordinate the use of instructional assistants, parent volunteers, student assistants, and other support personnel to achieve instructional objectives, if these resources are available in the school setting.</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Two:** 0 1 2 3 4 5 6

### STANDARD 3: STANDARDS BASED TEACHING
Candidate engages students in planned learning activities and demonstrates ability to:

<table>
<thead>
<tr>
<th>No opportunity to demonstrate proficiency</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Choose organizational structures appropriate for the objectives of instruction;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Communicate learning outcomes to be achieved and focus student interest on tasks to be accomplished;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Implement instructional plans that employ knowledge of subject matter and basic skills;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Use a variety of research-based educational practices that promote student learning and are sensitive to individual differences and diverse cultures;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>e. Emphasize instructional techniques that promote critical thinking and problem solving, and that encourage divergent as well as convergent thinking;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>f. Monitor the engagement of students in learning activities, and the progress they are making, to determine if the pace or content of instruction needs to be modified to assure that all students accomplish lesson and unit objectives.</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Three:** 0 1 2 3 4 5 6

### STANDARD 4: ASSESSMENT

<table>
<thead>
<tr>
<th>No opportunity</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
</table>
Candidate evaluates, acts upon, and reports student progress in learning and demonstrates ability to:

to demonstrate proficiency | appropriate number that describes the level of proficiency at this time.

<table>
<thead>
<tr>
<th>Standard</th>
<th>Description</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Select or develop non-biased, valid and reliable tests, performance measures, observations, student interviews, or other formal or informal assessment procedures to determine the progress of all students;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b.</td>
<td>Document student progress in accomplishing State-adopted content standards and district standards, prepare data summaries that show this progress to others, and inform students, supervisors, and parents about progress in learning;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c.</td>
<td>Refine plans for instruction, establish alternative goals or environments, or make referrals when appropriate;</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d.</td>
<td>Assemble, reflect upon, interpret and communicate evidence of one’s own effectiveness as a teacher including evidence of success in fostering student progress in learning and use evidence of effectiveness in planning further instruction.</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Four:** 0 1 2 3 4 5 6

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**STANDARD 5: CONTENT KNOWLEDGE**

Candidate employs pedagogical content knowledge and demonstrates ability to:

<table>
<thead>
<tr>
<th>No opportunity to demonstrate proficiency</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Understand the subject(s) being taught and appreciate how knowledge in that subject is created, organized, and linked to other disciplines and applied in real-world settings;</td>
</tr>
<tr>
<td>b.</td>
<td>Select and sequence disciplinary content to support future learning in and out of school;</td>
</tr>
<tr>
<td>c.</td>
<td>Evaluate students’ initial conceptions and provide opportunities to gain a deeper and more useful understanding;</td>
</tr>
<tr>
<td>d.</td>
<td>Present content in a variety of ways that are clear and appropriate for students;</td>
</tr>
<tr>
<td>e.</td>
<td>Adapt/modify content knowledge for exceptional learners, including talented and gifted;</td>
</tr>
<tr>
<td>f.</td>
<td>Link content to students’ knowledge, experience and interests as well as to other content disciplines and real world phenomena;</td>
</tr>
<tr>
<td>g.</td>
<td>Utilize a range of instructional resources and technology tools to enhance learning;</td>
</tr>
<tr>
<td>h.</td>
<td>Engage students in pedagogically powerful applications of technology that foster learning;</td>
</tr>
<tr>
<td>i.</td>
<td>Provide opportunities for students to use content knowledge to think and problem solve.</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Five:** 0 1 2 3 4 5 6
Rating Scale for Standard Six: PROFESSIONAL BEHAVIOR

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1 – 2</th>
<th>3 – 4</th>
<th>5 - 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not yet able to demonstrate professional behaviors, ethics, and values required of a licensed educator. (Has not met Standard Six for the Initial Teaching License during this student teaching practicum.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Developing awareness and beginning to demonstrate professional behaviors, ethics, and values required of a licensed educator. (Has the potential to meet Standard Six for the Initial Teaching License.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knows and demonstrates on a regular basis the professional behaviors, ethics, and values required of a licensed educator. (Regularly meets Standard Six for the Initial Teaching License.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knows and demonstrates well professional behaviors, ethics, and values required of a licensed educator. (Exceeds Standard Six for the Initial Teaching License. Candidate performs at the level expected of an experienced teacher.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

STANDARD 6: PROFESSIONAL BEHAVIOR
Candidate exhibits professional behaviors, ethics, and values and demonstrates ability to:

<table>
<thead>
<tr>
<th>Competency</th>
<th>No opportunity to demonstrate proficiency</th>
<th>Rating Scale – circle the appropriate number that describes the level of proficiency at this time.</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Be dependable, conscientious, and punctual;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>b. Meet work schedule demands;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>c. Be aware of the importance of dressing appropriately;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>d. Be aware of, and act in accordance with, school policies and practices;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>e. Understand the organizational culture and expectations that operate within a school and that impact students and student learning;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>f. Interact constructively and respectfully with students, colleagues, administrators, supervisors, school staff, families, and members of the community;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>g. Collaborate with parents, colleagues, and members of the community to provide internal and external assistance to students and their families to promote student learning;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>h. Perform advisory functions for students in formal and informal settings;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>i. Function as a member of an interdisciplinary team to achieve long-term curriculum goals, and State content standards and district standards;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>j. Exhibit energy, drive and determination to make one’s school and classroom the best possible environment for teaching and learning;</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
<tr>
<td>k. Exhibit energy, drive and determination to become a professional educator.</td>
<td>0 1 2 3 4 5 6</td>
<td></td>
</tr>
</tbody>
</table>

Composite Score for Standard Six: 0 1 2 3 4 5 6

Comments: If you gave a rating of less than ‘3’ on any competency, please elaborate.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Goals for remainder of student teaching:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

________________________________________________________________________

Name of Evaluator                                                                 Signature of Evaluator

Date

Please return completed form to University Supervisor. Copies to Mentor Teacher, Student Teacher, and Candidate’s file.

Revised 8/07
PACIFIC UNIVERSITY COLLEGE OF EDUCATION

STUDENT TEACHER SUMMARY EVALUATION

Student Teacher (Candidate) ___________________________ Semester/Year ______________________

Mentor Teacher ______________________ Subject/Grade ________________________________

School ___________________________ District ________________________________

Directions: This evaluation form will provide summary feedback to the student teacher and Pacific University faculty members. The following standards, set by Teacher Standards and Practices Commission (TSPC) and Pacific University College of Education faculty members, require student teachers to demonstrate the knowledge, skills, and competencies necessary for good teaching and learning at the following license level (check appropriate level):

Early Childhood __________ Elementary _________ Middle Level _____ ______ High School __________

Circle the level of proficiency demonstrated by the student teacher at the conclusion of the student teaching experience for each of the competencies listed below. Student teachers should be able to demonstrate proficiency at a level 3 or 4 in each Standard in order to earn the Initial Teaching License. Indicate whether the student teacher has met or not met the requirements for each standard. The Pacific University Supervisor and the Mentor Teacher both need to indicate that each of the Standards has been met in order for the student teacher to be eligible for the Initial Teaching License.

Rating Scale for Standards One through Five:

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Not yet able to demonstrate the knowledge, skills, and competencies needed to meet the needs of many learners. <em>(Has not met the standards for the Initial Teaching License during student teaching.)</em></td>
</tr>
<tr>
<td>1 – 2</td>
<td>Developing awareness and beginning to demonstrate the knowledge, skills, and competencies needed to meet the needs of most learners. <em>(Has the potential to meet the standards for the Initial Teaching License.)</em></td>
</tr>
<tr>
<td>3 – 4</td>
<td>Knows and demonstrates the knowledge, skills, and competencies needed to meet the needs of most diverse learners. <em>(Regularly meets the standards for the Initial Teaching License.)</em></td>
</tr>
<tr>
<td>5 - 6</td>
<td>Knows and demonstrates well the knowledge, skills, and competencies needed to meet the needs of most diverse learners. <em>(Exceeds the standards for the Initial Teaching License. Candidate performs at the level expected of an experienced teacher.)</em></td>
</tr>
</tbody>
</table>

Composite Score for Standard One:

<table>
<thead>
<tr>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 1 2 3 4 5 6</td>
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</tr>
</tbody>
</table>

STANDARD 1: PLAN FOR INSTRUCTION
Candidate plans instruction that supports student progress in learning and is appropriate for the developmental level and demonstrates ability to:

<table>
<thead>
<tr>
<th>Candidate plans instruction that supports student progress in learning and is appropriate for the developmental level and demonstrates ability to:</th>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Select or write learning goals for units of instruction that are consistent with the school’s long term curriculum goals, State content standards and district standards, research findings on how students learn, and the physical and mental maturity of one’s students;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Determine the current performance level of one’s students with respect to the learning goals established for a unit of instruction;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Establish objectives within the unit of instruction that will be useful in formulating daily lessons and in evaluating the progress of students toward the attainment of unit goals;</td>
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<td>0 1 2 3 4 5 6</td>
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<tr>
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<tr>
<td>e. Select and organize materials, equipment, and technologies needed to teach a unit of instruction;</td>
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<tr>
<td>f. Design and adapt unit and lesson plans for all learners and exceptional learners, including but not limited to students with varying cultural, social, socio-economic and linguistic backgrounds;</td>
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<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>g. Estimate the time required within a unit for teacher-directed instruction, student-managed learning and practice, student evaluation/reporting and re-teaching/problem solving.</td>
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</table>

Composite Score for Standard One:

<table>
<thead>
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<tbody>
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<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

Met ☐ Not Met ☐
### STANDARD 2: ESTABLISH CLASSROOM CLIMATE
Candidate establishes a classroom climate conducive to learning and demonstrates ability to:

<table>
<thead>
<tr>
<th></th>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Affirm the dignity and worth of all students and provide the positive support students need to be effective learners;</td>
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<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Establish, communicate, and maintain rules, procedures and behavioral expectations that provide a safe and orderly environment for learning, are appropriate to the level of development of students, and are consistent with laws governing student rights and responsibilities;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Employ equitable practices that are just and that support a least restrictive environment for all students;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Model and reinforce classroom social behavior that supports student learning and development;</td>
<td>0 1 2 3 4 5 6</td>
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</tr>
<tr>
<td>e. Use knowledge of the influence of the physical, social, and emotional climates of students’ homes and the community to optimize motivation, learning, and behavior;</td>
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<tr>
<td>h. Use classroom time effectively to provide maximum time for learning;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>i. Manage instructional transitions decisively and without loss of instructional time;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>j. Arrange and set up instructional materials and equipment in advance of class to facilitate their effective and efficient use during lessons;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>k. Coordinate the use of instructional assistants, parent volunteers, student assistants, and other support personnel to achieve instructional objectives, if these resources are available in the school setting.</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Two:**

Met □ Not Met □ 0 1 2 3 4 5 6 Met □ Not Met □ 0 1 2 3 4 5 6

### STANDARD 3: STANDARDS BASED TEACHING
Candidate engages students in planned learning activities and demonstrates ability to:

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<thead>
<tr>
<th></th>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
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</thead>
<tbody>
<tr>
<td>a. Choose organizational structures appropriate for the objectives of instruction;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Communicate learning outcomes to be achieved and focus student interest on tasks to be accomplished;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Implement instructional plans that employ knowledge of subject matter and basic skills;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
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<tr>
<td>d. Use a variety of research-based educational practices that promote student learning and are sensitive to individual differences and diverse cultures;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>e. Emphasize instructional techniques that promote critical thinking and problem solving, and that encourage divergent as well as convergent thinking;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>f. Monitor the engagement of students in learning activities, and the progress they are making, to determine if the pace or content of instruction needs to be modified to assure that all students accomplish lesson and unit objectives.</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Three:**

Met □ Not Met □ 0 1 2 3 4 5 6 Met □ Not Met □ 0 1 2 3 4 5 6
**STANDARD 4: ASSESSMENT**
Candidate evaluates, acts upon, and reports student progress in learning and demonstrates ability to:

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<thead>
<tr>
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<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Select or develop non-biased, valid and reliable tests, performance measures, observations, student interviews, or other formal or informal assessment procedures to determine the progress of all students;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Document student progress in accomplishing State-adopted content standards and district standards, prepare data summaries that show this progress to others, and inform students, supervisors, and parents about progress in learning;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Refine plans for instruction, establish alternative goals or environments, or make referrals when appropriate;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Assemble, reflect upon, interpret and communicate evidence of one’s own effectiveness as a teacher including evidence of success in fostering student progress in learning and use evidence of effectiveness in planning further instruction.</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
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</tbody>
</table>

**Composite Score for Standard Four:**

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<tbody>
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<td>☑</td>
<td>☐</td>
</tr>
<tr>
<td>Mentor Teacher</td>
<td>☑</td>
<td>☐</td>
</tr>
</tbody>
</table>

**STANDARD 5: CONTENT KNOWLEDGE**
Candidate employs pedagogical content knowledge and demonstrates ability to:

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<thead>
<tr>
<th></th>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Understand the subject(s) being taught and appreciate how knowledge in that subject is created, organized, and linked to other disciplines and applied in real-world settings;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>b. Select and sequence disciplinary content to support future learning in and out of school;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>c. Evaluate students’ initial conceptions and provide opportunities to gain a deeper and more useful understanding;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>d. Present content in a variety of ways that are clear and appropriate for students;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>e. Adapt/modify content knowledge for exceptional learners, including talented and gifted;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>f. Link content to students’ knowledge, experience and interests as well as to other content disciplines and real world phenomena;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>g. Utilize a range of instructional resources and technology tools to enhance learning;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>h. Engage students in pedagogically powerful applications of technology that foster learning;</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
<tr>
<td>i. Provide opportunities for students to use content knowledge to think and problem solve.</td>
<td>0 1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

**Composite Score for Standard Five:**

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</thead>
<tbody>
<tr>
<td>University Supervisor</td>
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<td>☐</td>
</tr>
<tr>
<td>Mentor Teacher</td>
<td>☑</td>
<td>☐</td>
</tr>
</tbody>
</table>
### Rating Scale for Standard Six: PROFESSIONAL BEHAVIOR

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1 – 2</th>
<th>3 – 4</th>
<th>5 – 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not yet able to demonstrate professional behaviors, ethics, and values required of a licensed educator. (Has not met Standard Six for the Initial Teaching License during this practicum.)</td>
<td>Developing awareness and beginning to demonstrate professional behaviors, ethics, and values required of a licensed educator. (Has the potential to meet Standard Six for the Initial Teaching License.)</td>
<td>Knows and demonstrates on a regular basis the professional behaviors, ethics, and values required of a licensed educator. (Regularly meets Standard Six for the Initial Teaching License.)</td>
<td>Knows and demonstrates well professional behaviors, ethics, and values required of a licensed educator. (Exceeds Standard Six for the Initial Teaching License. Candidate performs at the level expected of an experienced teacher.)</td>
<td></td>
</tr>
</tbody>
</table>

### STANDARD 6: PROFESSIONAL BEHAVIOR
Candidate exhibits professional behaviors, ethics, and values and demonstrates ability to:

**a.** Be dependable, conscientious, and punctual;  
**b.** Meet work schedule demands;  
**c.** Be aware of the importance of dressing appropriately;  
**d.** Be aware of, and act in accordance with, school policies and practices;  
**e.** Understand the organizational culture and expectations that operate within a school and that impact students and student learning;  
**f.** Interact constructively and respectfully with students, colleagues, administrators, supervisors, school staff, families, and members of the community;  
**g.** Collaborate with parents, colleagues, and members of the community to provide internal and external assistance to students and their families to promote student learning;  
**h.** Perform advisory functions for students in formal and informal settings;  
**i.** Function as a member of an interdisciplinary team to achieve long-term curriculum goals, and State content standards and district standards;  
**j.** Exhibit energy, drive and determination to make one's school and classroom the best possible environment for teaching and learning;  
**k.** Exhibit energy, drive and determination to become a professional educator.

---

**Composite Score for Standard Six:**

<table>
<thead>
<tr>
<th></th>
<th>University Supervisor</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>1 2 3 4 5 6</td>
<td>0 1 2 3 4 5 6</td>
</tr>
</tbody>
</table>

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Comments:

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We have conferred in the summary of the candidate’s classroom performance and work samples. Our signatures below attest to our professional judgment regarding the student teacher’s performance on the Pacific University and TSPC-prescribed teaching competencies.

Signature of University Supervisor  
Printed Name of University Supervisor  
Date

Signature of Mentor Teacher  
Printed Name of Mentor Teacher  
Date

*Please return completed form to University Supervisor. Copies to Mentor Teacher, Student Teacher, and Candidate’s file.*

Revised 8/07
Appendices

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### ALIGNMENT BETWEEN CONCEPTUAL FRAMEWORK THEMES, COLLEGE OF EDUCATION VALUES, AND PRACTICUM/STUDENT TEACHING RESPONSIBILITIES

<table>
<thead>
<tr>
<th>CONCEPTUAL FRAMEWORK THEMES</th>
<th>THE COLLEGE OF EDUCATION VALUES...</th>
<th>OUTCOMES</th>
<th>PRACTICUM RESPONSIBILITIES</th>
<th>STUDENT TEACHING RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transforming Education through a Community of Learners</td>
<td>• professional educators who, as reflective practitioners, continually study theory, research, practice, and available resources as they strive to improve the effectiveness of their teaching</td>
<td>Candidates are reflective practitioners.</td>
<td>Look for ways mentor teacher adjusts and revises curriculum to meet the learning needs. Understand how the theory of coursework applies to the classroom.</td>
<td>Measure student learning of the content you are teaching; adjust to meet the needs of all students.</td>
</tr>
<tr>
<td></td>
<td>• participation of educators as leaders and agents of change in the education profession within and beyond the University</td>
<td>Candidates are leaders and agents of change.</td>
<td>Model the desire to learn and reflect; understand school and classroom procedures for bathroom, drinks, distributing papers, homework</td>
<td>Model the desire to learn and reflect; understand school and classroom procedures.</td>
</tr>
<tr>
<td></td>
<td>• modeling of ethical behavior by professional educators a) in their classrooms and b) in their communities</td>
<td>Candidates contribute to the learning community.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• education as a lifelong process for learners of all ages and backgrounds</td>
<td>Candidates are lifelong learners.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• modeling by professional educators of an inquisitive attitude and enjoyment of intellectual pursuits</td>
<td>Candidates have inquiring minds.</td>
<td>Set up a desk or work space; review discipline policies, school handbooks, teacher duties, schedules and responsibilities. Ask questions about the curriculum and seek out information about units of study throughout the year.</td>
<td>Write lesson plans for each lesson taught; seek out numerous resources.</td>
</tr>
<tr>
<td></td>
<td>• professional educators who are confident, energetic and both physically and mentally healthy</td>
<td>Candidates are confident, energetic and healthy.</td>
<td>Show a positive attitude, be on time, dress appropriately.</td>
<td>Show a positive attitude, be on time, dress appropriately.</td>
</tr>
</tbody>
</table>

Later in semester:
Talk with mentor about work sample unit; plan which placement will be first and second; develop a schedule for taking over teaching responsibilities.
<table>
<thead>
<tr>
<th>CONCEPTUAL FRAMEWORK THEMES</th>
<th>THE COLLEGE OF EDUCATION VALUES...</th>
<th>OUTCOMES</th>
<th>PRACTICUM RESPONSIBILITIES</th>
<th>STUDENT TEACHING RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Promoting Cultural Competence</strong></td>
<td>• a commitment by professional educators to respect humanity in all its diversity</td>
<td>Candidates are working toward cultural competence.</td>
<td>Get to know the students and their interests.</td>
<td>Continue to understand student characteristics.</td>
</tr>
<tr>
<td></td>
<td>• professional educators who believe that all students can learn and who assume responsibility in furthering that learning</td>
<td>Candidates believe all students can learn.</td>
<td>Learn about students with second language skills, disabilities, TAG identification, social and emotional needs.</td>
<td>Apply understanding of students with second language skills, disabilities, TAG identification, social and emotional needs as you prepare lessons.</td>
</tr>
<tr>
<td></td>
<td>• professional educators who interact constructively with students and their parents as well as colleagues, administrators, other school personnel, and the community – to achieve both instructional and relational goals</td>
<td>Candidates interact constructively.</td>
<td>Meet school staff, attend school and parent meetings, understand building discipline policies, procedures for emergencies.</td>
<td>Work as a team member, attend school and parent meetings, follow through with discipline policies, procedures for emergencies, parent contacts about successes and problems.</td>
</tr>
<tr>
<td></td>
<td>• professional educators as keen observers of the learner, family, community, and environment who use that</td>
<td>Candidates are data-driven decision-makers.</td>
<td>Learn student names, notice how mentor teacher plans to meet student individual needs.</td>
<td>Know student names, understand family and community environments.</td>
</tr>
</tbody>
</table>
Record of Observation Hours

Student__________________________

Mentor Teacher_______________________

Name of School________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
<th>Hours</th>
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<tbody>
<tr>
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Total Hours: ________

Mentor Signature: _____________________________