

Thank you for mentoring a UNK TCP teacher! Our Teacher Education Program would not be successful without the assistance of our practicing teachers. The following information is to help the mentor navigate the requirements this semester.

UNK's Lesson Planning is based on the work of Charlotte Danielson. Her framework is the basis for the lesson/unit plan templates along with their evaluations. Additionally, in Nebraska, teacher preparation is guided by the In TASC Standards. Many of the concepts and ideas closely mirror those of each district and the state. For student teaching we will be using the Nebraska Student teaching Evaluation Rubric with the Educator Dispositions.

### **SUPERVISOR OBSERVATIONS**

The teacher will be observed two (2) times during student teaching by the university supervisor. The teacher will email the lesson plan to the supervisor 24 hours in advance of the observation. The supervisor will want to conference with the teacher following the observation.

### **MIDTERM SUMMATIVE ASSESSMENT AND EDUCATOR DISPOSITIONS**

The mentor teacher and the teacher will each complete a Midterm Summative and Educator Disposition Assessment at the halfway point of the placement. It is important to refer to the Evidence Charts found on the website when completing the Midterm. It is equally as important to refer to the Educator Disposition Rubric also found on the website, when completing the Educator Disposition Assessment section. This exercise is designed for the mentor to rate the teacher's' performance as a teacher candidate at this point in the placement. Indicating areas of strength and weakness will allow the teacher to focus on improving by the end of the semester.

At midterm, the goal would be for student teachers to be performing at Developing or Proficient on the Summative Assessment and for no Educator Disposition indicator to receive a one (1). The Midterm results will be compared to the Final Summative and Educator Dispositions Assessment which should demonstrate growth. The mentor and teacher will discuss the results and share them with the UNK supervisor. The mentor should be sure to type their name and check the box for electronic signature at the end.

- To access the Midterm Summative and Educator Disposition Assessment, go to the website.
- The Evidence Charts on the website provide observable behaviors for each standard and will be helpful in your assessment.
- The Educator Disposition Rubric will be helpful in your assessment of the dispositions.
- After you conference with the teacher, please send a copy of the midterm in an email to the UNK supervisor; use the teacher's name as the subject. Give the teacher a copy.
- Due date for Midterm Summative and Educator Disposition Assessment to be sent to the supervisor: \_\_\_\_\_

### **FINAL SUMMATIVE ASSESSMENT AND EDUCATOR DISPOSITIONS**

At the end of the teacher's placement, a Final Summative and Educator Dispositions Assessment will be completed by the mentor teacher and the UNK supervisor. Some teachers and supervisors complete the assessment together; others choose to do one separately. It is important to refer to the Evidence Charts when completing the Final Summative Assessment. It is equally as important to refer to the Educator Disposition Rubric when completing the Educator Disposition Assessment section. A final conference will be held with the teacher, UNK supervisor, and mentor teacher to share the results.

At the end of the clinical experience, the goal would be for student teachers to be performing at Developing or Proficient on the Final Summative Assessment. A teacher cannot receive a "Below Standard" on any item.

The final Educator Dispositions need to meet the minimum score of 25-points with no indicator receiving a one (1). Be sure to type your name and the teacher's name and check the boxes for electronic signatures.

- To access the Final Summative and Educator Disposition Assessment, go to the website.
- After the final conference, please send a copy of the Final Summative and Educator Disposition Assessment in an email to the UNK supervisor; use the teacher's name as the subject. Give the teacher a copy.
- Due date for Final Summative and Educator Disposition Assessment to be sent to the supervisor: \_\_\_\_\_

### UNIT PLAN AND LESSON PLAN

The teacher is required to create and teach a 5-day (minimum) unit plan while teaching in the classroom. The mentor will be asked to watch and formally evaluate one day's lesson plan from the unit. The mentor will also be asked to evaluate the entire unit plan. In order for you to evaluate the lesson plan and unit plan, the teacher should provide you with a copy of the unit plan.

- A minimum score must be met to be considered proficient. On the Lesson Plan Evaluation, the score is 90. On the Unit Plan Evaluation, the score is 13.
- To evaluate the lesson plan, use the Lesson Plan Rubric and Lesson Plan Evaluation Fillable Form. To evaluate the unit plan, use the Unit Plan Rubric and Unit Plan Evaluation Fillable Form. These can all be accessed on the website.
- Upon completion of these evaluations, conference with the teacher. Please provide feedback on the unit plan and on each lesson plan within the unit plan.
- Finally, email a copy of each evaluation form to the UNK supervisor; use the teacher's name as the subject.
- Due Date for lesson plan and unit plan evaluations to be sent to the supervisor: \_\_\_\_\_

### ADDITIONAL ITEMS

**Student Teacher Professional Development Days.** These teachers WILL NOT attend these two days. Information provided during these days will be posted in Canvas.

**Minimum Requirement for Each Assessment:** Teachers will be required to meet the minimum score on EACH assessment. For those assessments not passed, a remediation plan will be required. Director of Field Experiences can help with these plans.

ASSESSMENT	MINIMUM SCORE REQUIRED
Lesson Plan	90 points
Unit Plan	13 points
Final Summative Assessment	No Below Standard Rankings
Final Educator Dispositions	25 points

### Summary of Mentor Teacher Tasks

1. Mid-term Summative Assessment
2. Unit Plan Evaluation
3. Lesson Plan Evaluation
4. Final Summative Assessment