

# Completion of Standards

## Portfolio Review Form

Candidate Name \_\_\_\_\_ Mentor Name \_\_\_\_\_

### Portfolio Review Team Members

Does evidence exist that the candidate has shown proficiency in Maine's Initial Teacher Certification Standards?

\_\_\_\_\_ yes                      no \_\_\_\_\_

### Recommendation:

- Professional certification                       Fast track to Professional Level
- Additional evidence needed portfolio review date \_\_\_\_\_
- Extend provisional certification for 1 additional year
- Does not meet requirements for professional level certification

District Certification Chairperson Signature

Date

Standards	Standard / Target	<i>The teacher:</i>	<b>Proficient</b>
	<b>Organization</b>	<i>Assembles the portfolio</i>	Table of Contents / Typed / 3 ring binder / Elements clearly labeled
<b>1</b>	<b>Unit Plan Unit template Timeline</b>	<i>Outlines a coherent unit</i>	Expectations for learning identified and related to MLR / Mastery Objectives
<b>1,3,8</b>	<b>Assessment</b>	<i>Develops assessment(s) congruent with learning targets</i>	Summative task(s) connected to targets with rubric / SPED modification / Formative assessments with examples of students work.
<b>1,2,3,4,5</b>	<b>Lesson Plan(s) 5-10 lessons</b>	<i>Provides lessons using template</i>	Mastery objectives / Sequence of instruction / Lesson include extensions an modifications. Show a variety of instructional strategies and differentiation in lesson planning.
<b>8</b>	<b>Reflection</b>	<i>Reflects upon unit in a thoughtful manner</i>	Identify what worked, what didn't and what you would change.
<b>6</b>	<b>Classroom environment</b>	<i>Provides evidence of effective classroom organization and management.</i>	Artifacts which demonstrate the teacher's classroom management strategies, expectations and organization.
<b>7,9,10</b>	<b>Professional Contribution Log</b>	<i>Provides evidence of collegial participation and service to CSD and building.</i>	Communicates w/ parents / participates in grade level meetings / improves content knowledge and pedagogy /
<b>For certification review only</b>	<b>Certification Record</b>	<i>Provides documentation of the TAP process</i>	Self Assessment Observations TAP Annual Review Form

**STANDARD ONE: Demonstrates knowledge of the central concepts, tools of inquiry, and structures of the discipline(s) s/he teaches and can create learning experiences that make these aspects of subject matter meaningful to students.**

<input type="checkbox"/>	Use multiple representations and explanations of disciplinary concepts that capture key ideas and link them to students' prior learning.
<input type="checkbox"/>	Evaluate teaching resources and curriculum materials for their comprehensiveness, accuracy, usefulness and for representing particular ideas and concepts in clear and meaningful ways.
<input type="checkbox"/>	Engage students in generating knowledge and testing hypotheses according to the methods of inquiry and standards of evidence used in the discipline.
<input type="checkbox"/>	Model the use of the tools of each discipline and create opportunities for students to practice the use of these tools.
<input type="checkbox"/>	Incorporate knowledge of students' experiences in the planning, execution, and evaluation of learning experiences.
<input type="checkbox"/>	Utilize important principles and concepts delineated within their discipline and link them with professional State and unit standards.

**STANDARD TWO: Demonstrates the ability to integrate the concepts, tools of inquiry, and structures among the disciplines.**

<input type="checkbox"/>	Create learning experiences in which students are required to construct knowledge and test hypotheses using the methods of inquiry and standards of evidence of multiple disciplines.
<input type="checkbox"/>	Pursue and acquire material and human resources in various disciplines for classroom use.

**STANDARD THREE: Demonstrates knowledge of the diverse ways in which students develop and learn by providing learning opportunities that support students' intellectual, physical, emotional, and social development.**

<input type="checkbox"/>	Discern individual, student and group differences (e.g., intellectual, cultural, social).
<input type="checkbox"/>	Support individual student's physical, social, emotional, cognitive, and moral development.
<input type="checkbox"/>	Ascertain different learning styles.
<input type="checkbox"/>	Identify when and how to access appropriate services or resources to meet learners' needs.
<input type="checkbox"/>	Identify and design instruction appropriate to students' stages of development, learning styles, strengths, and needs.
<input type="checkbox"/>	Make appropriate provisions and adaptations for individual students who have particular learning differences or needs.
<input type="checkbox"/>	Understand and make connections to students' experiences and backgrounds in planning and implementing curriculum.

**STANDARD FOUR: Plans instruction based upon knowledge of subject matter, students, and curriculum goals.**

<input type="checkbox"/>	Plan for learning opportunities that recognize and address variation in developmental level, learning styles, performance modes, and individual needs.
<input type="checkbox"/>	Develop daily, weekly, and long range lesson plans that are linked to student needs and performance and adapt them to ensure and capitalize on student progress and motivation.
<input type="checkbox"/>	Demonstrate lesson development within the parameters of the existing school curriculum.
<input type="checkbox"/>	Articulate lesson goals and provide educationally and ethically defensible rationales for those goals.
<input type="checkbox"/>	Plan collaboratively with colleagues on curriculum goals and frameworks both for the classroom and for schools

**STANDARD FIVE: Understands and uses a variety of instructional strategies and appropriate technologies.**

<input type="checkbox"/> Choose effective teaching strategies and materials to meet different learning goals and student needs.
<input type="checkbox"/> Use multiple teaching and learning strategies to engage students in active learning opportunities and to help students take responsibility for their own learning.
<input type="checkbox"/> Monitor and adjust strategies in response to learner feedback.
<input type="checkbox"/> Vary her or his role in the instructional process depending on the content, purposes, and student needs.
<input type="checkbox"/> Develop a variety of clear, accurate presentations and representations of concepts, using alternative explanations to assist students' understanding and providing diverse perspectives to encourage critical thinking.
<input type="checkbox"/> Employ a wide range of questioning and discussion techniques that elicit responses at a variety of affective and cognitive levels.
<input type="checkbox"/> Regularly and purposefully integrate technology into pedagogical practice in order to more effectively support teaching and learning for all students.
<input type="checkbox"/> Provide students with strategies for evaluating the content encountered via technology (e.g., Internet, list servs).

**STANDARD SIX: Creates and maintains a classroom environment which supports and encourages learning.**

<input type="checkbox"/> Create a comfortable, well-organized physical environment.
<input type="checkbox"/> Establish a classroom climate of openness, mutual respect, support, and inquiry.
<input type="checkbox"/> Work with students to manage their own behaviors and assume responsibility for their own learning.
<input type="checkbox"/> Use principles of effective classroom organization.
<input type="checkbox"/> Use a variety of strategies to address individual learners' needs in order to increase student performance.
<input type="checkbox"/> Create an environment in which students work both cooperatively and independently.

**STANDARD SEVEN: Demonstrates the ability to support students' learning and well being by engaging students, home, school, colleagues, and community.**

<input type="checkbox"/> Advocate for students while respecting their privacy and rights to confidentiality.
<input type="checkbox"/> Develop and implement strategies to link school, home, and community to enhance student performance and well-being.
<input type="checkbox"/> Work with other school personnel, representatives of community agencies, and representatives of other professional and education organizations with the goal of supporting student learning and well-being.

**STANDARD EIGHT: Understands and uses a variety of formal and informal assessment strategies to evaluate and support the development of the learner.**

<input type="checkbox"/> Match assessment strategies and instruments to Learning Results and program objectives.
<input type="checkbox"/> Employ a variety of assessment techniques to collect knowledge of learners, student learning progress, and program effectiveness
<input type="checkbox"/> Use a variety of assessments and evaluation to modify teaching and learning strategies and for diagnostic purposes.
<input type="checkbox"/> Communicate responsibly and knowledgeably to students, parents, communities, and agencies about student achievement and program outcomes.
<input type="checkbox"/> Involve learners in self-assessment and goal setting for learning.
<input type="checkbox"/> Document learning using a variety of methods such as portfolios, school records, and other long term indices of the multiple abilities of students
<input type="checkbox"/> Reflect upon and strengthen his/her teaching by evaluating (alone and with colleagues) lessons taught and making appropriate improvements.

**STANDARD NINE: Demonstrates an awareness of and commitment to ethical and legal responsibilities of a teacher.**

<input type="checkbox"/> Treat others with respect, and honor the dignity of all people.
<input type="checkbox"/> Maintain confidentiality, as legally and ethically appropriate concerning all dealings with students, parents, teachers, and school personnel.
<input type="checkbox"/> Adhere to a code of ethics that demonstrates an understanding of students' and teachers' rights and responsibilities.
<input type="checkbox"/> Demonstrate knowledge of legal responsibility..
<input type="checkbox"/> Comply with all school policies including health and safety issues, such as administration of medication and reporting concerns of physical and sexual abuse.
<input type="checkbox"/> Adhere to affirmative action policies pertaining to school and classroom settings; interact with all students in an equitable manner.
<input type="checkbox"/> Take religious and cultural diversity into account when planning and implementing lessons and activities.
<input type="checkbox"/> Understand the meaning of sexual harassment and how it impacts students and staff, and assist students in understanding the meaning of sexual harassment, how to avoid harassing others, and what to do if they feel harassed.
<input type="checkbox"/> Document incidents which may have legal or ethical implications.
<input type="checkbox"/> Understand the processes to obtain and maintain professional certification/licensure.
<input type="checkbox"/> Recognize and demonstrate appropriate use of language in the classroom (i.e., avoids profanity, name-calling, racial slurs, etc.)

**STANDARD TEN: Demonstrates a strong professional ethic and a desire to contribute to the education profession.**

<input type="checkbox"/> Be an active, contributing member of work teams and committees to achieve school and district goals and to address problems in the school.
<input type="checkbox"/> Participate in staff development opportunities and training sessions and apply information and strategies gained as a result of those experiences to his/her own teaching.
<input type="checkbox"/> Utilize information gained from reading professional journals.
<input type="checkbox"/> Apply information gathered during attendance at professional conferences.
<input type="checkbox"/> Develop associations with organizations dedicated to learning.
<input type="checkbox"/> Stay abreast of and employ new teaching strategies and technologies.
<input type="checkbox"/> Develop and implement a personal development plan to enhance his/her professional growth.
<input type="checkbox"/> Maintain a professional demeanor and recognize the teacher's role as a model for students.

**Explain how you have grown professionally and contributed to the school/district.**

**What do you think are the most important skills and learning gained from your experience in our district?**

