

KSOEHD

Master of Arts in Education:

Reading/Language Arts Option and Reading/Literacy Leadership Specialist Credential

Student Outcomes Assessment Plan (SOAP)

I. Mission Statement

The Reading/Language Arts Program offers a Master of Arts Degree in Education with a Reading/Language Arts Option as well as a Reading/Language Arts Specialist Credential. The program is designed to prepare classroom teachers with a strong theoretical foundation on literacy development and the capacity to apply this knowledge in making assessment and instructional decisions to meet the diverse needs of students with varying language and cultural backgrounds.

II. Goals and Student Learning Outcomes

Goal 1: To prepare graduates to be knowledgeable about literacy development and instructional practices through the study of theoretical perspectives and scientific research on literacy processes and language development.

Outcomes: Graduates will be able to:

- 1.1 Compare and contrast major theories of literacy and language development
- 1.2 Apply theoretical perspectives and scientific research in the design and implementation of instructional lessons

Goal 2: To prepare graduates with the capacity to plan, implement, evaluate, and modify literacy instruction to meet the needs of diverse struggling readers and English Language Learners.

Outcomes: Graduates will be able to:

- 2.1 Design differentiated instructional strategies based on student assessment results.
- 2.2 Provide effective clinical literacy instruction to meet the needs of culturally and linguistically diverse struggling readers.

Goal 3: To prepare graduates to be knowledgeable and effective literacy leaders capable of mentoring colleagues in effective literacy instruction and evaluating educational intervention programs.

Outcomes: Graduates will be able to:

- 3.1 Demonstrate effective collegial mentoring in literacy instruction.
- 3.2 Evaluate school-wide and/or district-wide literacy program initiatives.

III. Curriculum Map (Matrix of Courses X Learning Outcomes)

Reading/Language Arts Program Course x Outcomes Matrix

I= Introduced; R= Reinforced; E= Emphasized; M= Mastered

Outcomes	LEE 278	LEE 213	LEE 215	LEE 224	LEE 214	ERA 220	LEE 244	ERA 285/ 288	LEE 230	LEE 234	LEE 254	LEE 298/ 299
1.1	E	E	E	R	R	R	M	R	R	R	R	M
1.2	E	E	R	M			R		M	M	E	R
2.1	I	R	R	E	R		R		M	M	E	R
2.2	R	R	R	E	R		R		M	M	E	R
3.1									E	E	M	R
3.2	E	R	E	E		E	R	E			M	R

IV. Assessment Methods

Our program mission is to prepare classroom teachers with both a strong theoretical foundation on literacy development and the capacity to apply this knowledge in making assessment and instructional decisions to meet the diverse needs of students. As such, our assessment methods are structured to look at both knowledge acquisition and application.

The Matrix in the next section illustrates how each assessment tool measures the outcomes directly or indirectly. This section will describe the products that will be used to assess Student Learning Outcomes across the program.

Measure 1: *LEE 213 Theory to Practice Project.* (Outcomes 1.1, 1.2, 2.2)

In LEE 213-Teaching the Language Arts K-12, students complete an inquiry project that has three main components. First, students select a topic of inquiry driven by their professional experiences teaching language arts and write a research paper describing the different theoretical perspectives and respective instructional implications. Second, students use the research examined to develop and implement instructional lessons in the classroom setting. Third, students develop a presentation to share with colleagues that presents the theory of their report, the practical applications from their lessons, and a critical reflection on the experiences. Projects will be evaluated and scored using a rubric (attached) as exceeds expectations (90-100), meets basic expectations (80-89), or needs improvement (below 80) based on the ability to compare and contrast literacy theories and apply the theoretical perspectives in effectively designing literacy instruction that meets the needs of struggling readers and English Learners. A score of ≥ 80 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

Measure 2: *LEE 224 Case Study Report.* (Outcomes 2.1, 2.2)

In LEE 224-Assessing & Developing Reading Abilities, students administer a variety of literacy assessments to an individual struggling reader in K-12, analyze the assessment results, and use the results to develop an individualized instructional plan. The students prepare a case study report that details the assessment tools and results, provides an analysis of the results, and provides instructional recommendations. Reports will be evaluated and scored using a rubric (attached) as exceeds expectations (90-100), meets basic expectations (80-89), or needs improvement (below 80) based on the ability to administer, score, and analyze assessment tools and to use assessment results and literacy research to guide the design of differentiated instruction for struggling readers. A score of ≥ 80 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

Measure 3: *LEE 244 Literature Review Wiki Project* (Outcome 1.1)

In LEE 244-Research for Reading Professionals, students review research from the emergent reading, comprehension, and English Learner fields of literacy and construct a Wiki page. On this wiki page, students provide summaries of the research reviewed, including context, methods, and implications as well as a synthesis comparing the various theoretical perspectives that were examined. Wiki pages will be evaluated and scored using a rubric (attached) as craftsman (87-100), good (74-86), or satisfactory (below

74) based on the ability to summarize and synthesize research studies.

A score of ≥ 80 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

Measure 4: *Practicum Experience Matrix (LEE 230 & 234).* (Outcomes 1.2, 2.1, 2.2)

The Reading/Language Arts Master's option requires students to complete two supervised clinical field experiences. LEE 230 and LEE 234 provide students with in-depth experiences in diagnosing and tutoring K-Adult pupils who demonstrate reading achievement below expected performance for their respective age levels. LEE 230 requires students to conduct small-group tutoring; LEE 234 requires students to conduct individual tutoring. The matrix will be used to document students' competence in administering appropriate assessment measures and applying research-based instructional methods for meeting the needs of early readers, English Learners, and students with reading difficulties across these two clinical courses.

The completion of all competencies is considered to have met the learning outcomes. 75% of students are expected to meet the learning outcomes.

Measure 5: *LEE 254 Program Evaluation Report.* (Outcome 3.2)

In LEE 254-Supervised Field Experiences in Reading, students use evaluation tools and school data to construct an evaluation report of their school site's literacy program. In these reports, students provide analysis of data regarding school instructional procedures and curriculum materials, the strengths and weaknesses of these elements, and conclusions regarding program enhancement and professional development. Reports will be evaluated and scored using a rubric (attached) as excellent (90-105), fair (63-89), or poor (21-62) based on the ability to collect evaluation data, provide clear analysis that accurately reflects the data, summarize areas of strength/weakness, and draw conclusions for refinements supported by the research literature.

A score of ≥ 80 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

Measure 6: *LEE 254 Coaching Presentations.* (Outcome 3.1)

In LEE 254-Supervised Field Experiences in Reading, students collaborate with a colleague in 3 peer-coaching cycles, consisting of pre-consultation, observation/modeling, and debriefing consultation. The students prepare presentations for two of the cycles. Presentations include lessons learned about the coaching process, critical reflective insights about professional growth, and plans for future goals. Presentations will be evaluated and scored using a rubric (attached) as excellent (31-50), fair (11-30), or poor (≤ 10) based on ability to critically analyze coaching experiences and to reflectively assess professional growth.

A score of ≥ 31 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

Measure 7: *Comprehensive Exam.* (Outcomes 1.1, 2.1)

A comprehensive exam is one culminating experience option. To assess Outcome 1.1, the following exam question will be analyzed: *Identify four similarities and differences between Bottom-Up and Top-Down reading instruction. Be sure to make reference to research studies.* To assess Outcome 2.1, the following question will be analyzed: *Review the attached Running Record from a first grade student. Analyze the*

results and devise a brief instructional plan for the student. Exam questions will be evaluated and scored using a rubric (attached) as exemplary (4), accomplished (3), developing (2), or beginning (1). A mean score of ≥ 3 is considered to have met the learning outcome. 75% of students are expected to meet the learning outcome.

V. Student Learning Outcomes X Assessment Methods Matrix

Reading/Language Arts Program Student Learning Outcomes X Assessment Methods Matrix

D= Direct; ID= Indirect

Outcomes	LEE 213 Theory to Practice Project	LEE 224 Diagnostic Case Study	LEE 244 Literature Review	LEE 230/234 Practicum Experience Matrix	LEE 254 Program Evaluation Report	LEE 254 Coaching Presentation	Comp Exam Rubric
1.1 Compare and contrast major theories of literacy and language development.	D		D				D
1.2 Apply theoretical perspectives and scientific research in the design and implementation of instructional lessons.	ID	ID		D			
2.1 Design differentiated instructional strategies based on student assessment results.		D		D			ID
2.2 Provide effective clinical literacy instruction to meet the needs of culturally and linguistically diverse struggling readers instruction.	ID			D			
3.1 Demonstrate						D	

effective collegial mentoring in literacy instruction.							
3.2 Evaluate school-wide and/or district-wide literacy program initiatives.					D		

VI. Timeline for Implementation of Assessment Methods and Summary Evaluations

Year 2013 to 2014

- Method 1. Theory to Practice Project
- Method 2. Diagnostic Case Study
- Method 3. Comprehensive Exam

Year 2014 to 2015

- Method 1. Theory to Practice Project
- Method 2. Diagnostic Case Study
- Method 3. Literature Review
- Method 4. Practicum Experience Matrix
- Method 5. Comprehensive Exam

Year 2015 to 2016

- Method 1. Theory to Practice Project
- Method 2. Diagnostic Case Study
- Method 3. Practicum Experience Matrix
- Method 4. Program Evaluation Report
- Method 5. Coaching Presentations

Method 6.	Comprehensive Exam
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Method 7.	Alumni Survey
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VII. Process for Closing the Loop

The Program Coordinator will be responsible for coordinating the collection of assessment data with the assistance of program faculty each semester. The Program Coordinator will be responsible for summarizing the data each semester. Near the end of each spring semester, a program meeting will be dedicated to reviewing assessment results, determining what changes, if any, the results suggest, and adjusting the next year's assessment activities as needed. The minutes of this meeting will provide the basis for the department chair's annual report on assessment activities.

APPENDICES

1. Appendix 1- LEE 278 Theory to Practice Project Scoring Rubric
2. Appendix 2- LEE 224 Case Study Rubric
3. Appendix 3- LEE 244 Literature Review Wiki Rubric
4. Appendix 4- Practicum Experiences Matrix
5. Appendix 5- LEE 254 Program Evaluation Rubric
6. Appendix 6- LEE 254 Coaching Presentation Rubric
7. Appendix 7- Comprehensive Exam Rubric

Appendix 1
LEE 213: THEORY TO PRACTICE PROJECT RUBRIC

CRITERIA	EXCEEDS EXPECTATIONS (90-100% total)	MEETS BASIC EXPECTATIONS (80-89% total)	NEEDS IMPROVEMENT: (Below 80% total)
<p>FORMAT:</p> <p>10 points possible</p>	<p>Well-organized, with few mechanical/grammatical errors, in APA format with references and student samples. 9-10 points</p>	<p>Well organized, some mechanical and grammatical errors that affect clarity. 7-8 points</p>	<p>Not well organized, unclear in places. 0-6 points</p>
<p>REACHING DIVERSE LEARNERS:</p> <p>25 points possible</p>	<p>Effectively integrates different modes of communication and expression through language arts and visual and performing arts to reach multiple ways of learning and meaning-making for diverse learners (EL, different learning styles). Opportunities for creativity, critical thought, and expression for all students. 23-25 points</p>	<p>Experiences and lessons include some integration of language arts and visual and performing arts to meet diverse learners and learning styles. Some opportunities for creativity and higher order thinking. 20-22 points</p>	<p>Little to no evidence of integrating language and visual and performing arts, teaching and learning experiences stratified toward one learning style or language mode. 0-19 points</p>
<p>APPLIED THEORY:</p> <p>25 points possible</p>	<p>Theoretical framework is applied effectively and shapes the teaching and learning activities and experiences. Conceptual understanding of relevant theories is cited. 23-25 points</p>	<p>Some evidence of theoretical framework, some connection to teaching and learning experiences 20-22 points</p>	<p>Little to no evidence of theoretical framework for teaching and learning experiences. 0-19 points</p>
<p>PRAXIS</p> <p>25 points possible</p>	<p>Three iterations of: 1. Teaching and on going assessment of a lesson, 2. Reflecting upon the students' learning (e.g. conversations, readings, individual thought,), 3. Ways to modify or improve teaching. 23-25 points</p>	<p>Some evidence of analytical reflection and ways to modify or improve one's practices. 20-22 points</p>	<p>Superficial discussion about lesson with little critical thought and reflection upon teaching practices. 0-19 points</p>
<p>CLASS PRESENTATION</p> <p>15 points possible</p>	<p>Includes an outline for members of the audience. Effectively relates a description of the project, student samples presented highlight different learners/learning styles with a discussion of how students responded to the project and evidence of praxis. 13-15 points</p>	<p>Good discussion about the particulars of the project, includes samples, could go deeper into connecting theory and practice. 11-12 points</p>	<p>No evidence of preparation/organization. Does not include a handout or student samples. Superficial recapping of the project. 0-10 points</p>

APPENDIX 2
LEE 224 CASE STUDY RUBRIC

<u>Required Elements</u>	<u>Point Range</u>
RESULTS & ANALYSIS (2 pieces of data for each area)	20
Student Literacy Dispositions	
Print Skills	
Comprehension	
Vocabulary	
Writing	
SUMMARY OF STRENGTHS/NEEDS	20
INSTRUCTIONAL RECOMMENDATIONS	50
Provide 2 instructional activities teachers could use in the classroom for each area of need.	
Be sure to explain the clear connection between your analysis of assessment results and your instructional recommendations. WHY IT WILL HELP!	
WRITING MECHANICS/REFERENCES	10
It is very important that your case study is professional looking to be credible.	
Your case study should be neatly typed, proofread and spell checked.	

Total: ___/100

APPENDIX 3
LEE 244 LITERATURE REVIEW WIKI RUBRIC

Wiki	Satisfactory	Good	Craftsman (Excellent)
Points Possible up to...			
Topics covered	Covers 5 studies for each of 4 topics including Emergent Literacy, Comprehension & English Language Learners 30 points	Covers 6 studies for each of 5 topics including Emergent Literacy, Comprehension, & English Language Learners 35 points	Covers 7 studies for each of 5 topics including Emergent Literacy, Comprehension, & English Language Learners 40 points
Summary	Summary tells too much or not enough about the context (students) & methods, and provides somewhat clear conclusions 25 points	Summary tells a little about the context (students) & methods, and summarizes conclusions and implications 27 points	Summary provides sufficient amounts of context (students) & methods and summarizes conclusions and implications clearly 30 points
APA	10 errors 5 points	5 errors 7 points	2 errors 10 points
Attractive	Nice but a bit plain 6 points	Changed parts of the standard format 8 points	Lots of changes and wiki looks very attractive 10 points
Members & Discussions	No members or discussions 7 points	One or two members and 5 ideas discussed 9 points	3 or more members (some outside of class), 7 discussion posts & other features such as widgets 10 points
Total Score			100

APPENDIX 4
PRACTICUM EXPERIENCE MATRIX

**Matrix of experiences for practicum and field classes
LEE 230/LEE 234**

These courses involve individualized programs of planned experiences in reading instruction at the Kremen School of Education and Human Development clinic sites and at school sites. Activities shall be varied, intensive and extensive, and shall include organization and modification of existing programs or development of new curriculum in conjunction with school personnel.

Objectives	Minimum Criteria	Learner's Responsibility	Verified by (initials)	Date
<p>The candidate shall: Theoretical Background</p> <ol style="list-style-type: none"> 1. demonstrate knowledge of readiness to learn and its relation to specific reading strategies 2. demonstrate knowledge of the linguistic patterns, including phonetics, morphology, and syntax 3. show knowledge of methods for teaching a group of children who speak a form of language other than English 4. show knowledge of specific socio-economic factors which contribute to variation in the learner's reading growth pattern 5. show knowledge of cultural influences upon the process of reading development 	<p>The candidate shall:</p> <p>assess readiness level and will provide background as needed for each reading</p> <p>prepare five small lessons relating linguistics to the teaching of reading elements</p> <p>teach at least twelve improvement lessons to a small group of learners speaking non-standard English and standard English</p> <p>teach reading in at least two different socio-economic areas</p> <p>teach reading to at least one ethnic group which differs from his own</p>	<p>The candidate will:</p> <p>prepare outline of strategy element taught to group or individual</p> <p>submit lesson plans and evaluation</p> <p>teach lessons for supervisor's observation</p> <p>note and report on daily work of learners</p> <p>report on daily progress of learners</p>		

Objectives	Minimum Criteria	Learner's Responsibility	Verified By (initials)	Date
<p>The candidate shall</p> <p><u>Diagnosis and Referral</u></p> <p>6. demonstrate knowledge to select, administer, and interpret appropriate instruments to diagnose various reading difficulties</p> <p>7. administer a standardized reading survey test and show that he is able to select reading skills which need emphasis</p> <p>8. demonstrate ability to refer students to appropriate individuals or agencies if their reading problems appear to be of such quality that they may not be resolved through normal classroom procedures</p> <p>9. demonstrate ability to report student needs to parents or other concerned individuals if the student is to be referred to an outside individual or agency</p>	<p>The candidate shall:</p> <p>administer two group diagnostic tests to a small group and will interpret results</p> <p>administer a standardized reading survey test to a class and interpret the results</p> <p>survey a class as to reading competencies and make referrals as necessary for further help</p> <p>confer with school site personnel and parents regarding recommendations made</p>	<p>The candidate will:</p> <p>submit written report of group needs</p> <p>submit survey report</p> <p>teach lessons for supervisor's observation referral recommendations</p> <p>conduct the conference</p>		
<p><u>Instruments Measuring Reading</u></p> <p>will show knowledge of both individual and group test</p>				

Objectives	Minimum Criteria	Learner's Responsibility	Verified by (initials)	Date
<p>The candidate shall:</p> <p>10. show his ability to construct such tests as diagnostic and informal inventories</p> <p><u>Prescription</u></p> <p>11. demonstrate knowledge of materials for the improvement of specific reading difficulties and the ability to use such knowledge to correct the reading disabilities of school children and young people</p> <p>12. show understanding of programs and techniques to use with children and young people who have specific reading problems</p>	<p>The candidate shall:</p> <p>diagnose reading difficulties of at least five individuals at different grade levels in school; prepare an informal inventory to assess reading level and a diagnostic test to assess competency on one study skill</p> <p>select materials on word skills, comprehension, and study skills to be used for remediation of learner difficulties on at least three different levels</p> <p>provide remedial teaching for at least six different learners</p>	<p>The candidate will:</p> <p>submit the inventory and the test</p> <p>submit plans to supervisor</p> <p>report progress of learners as observed through daily work, testing, and supervisor's judgment</p>		
<p><u>Selection. Use. and Evaluation of Materials and Methods for Teaching</u></p> <p>demonstrate knowledge of the concepts of readiness and its implications to the planning of reading programs</p>				

Objectives	Minimum Criteria	Learner's Responsibility	Verified by (initials)	Date
<p>The candidate shall:</p> <p>13. show ability to select strategies, materials, and environmental factors which incorporate readiness influences upon reading behavior show knowledge of ways to teach</p> <p>show knowledge of ways to teach word recognition skills</p> <p>show knowledge of ways to evaluate lessons in word recognition</p> <p>14 show ways of selecting and evaluating materials with which to teach word recognition</p> <p>15 show knowledge of ways to teach and evaluate lessons in comprehension of skills and critical reading</p> <p>demonstrate ways in which to help students select purposes for reading</p>	<p>The candidate shall:</p> <p>form three small groups needing different readiness and provide needed back-ground</p> <p>prepare and teach small group lessons on at least two elements of phonetic analysis, two elements of structural analysis, and two ways of expanding sight vocabulary</p> <p>prepare and teach to a small group three lessons on recognition of main idea in paragraphs, three on reading for inference, and three on differentiating between fact and opinion</p>	<p>The candidate will:</p> <p>prepare lesson plans</p> <p>prepare lesson plans and teach and evaluate lessons</p> <p>prepare lesson plans and teach lessons for supervisor's observation</p>		

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Objectives	Minimum Criteria	Learner's Responsibility	Verified by (initials)	Date
<p>The candidate shall:</p> <p>16. demonstrate ways to approach reading for different reasons and with different rates of reading</p> <p>17. demonstrate knowledge and abilities related to students competencies in study skills</p> <p>18. show how he can increase students' competencies in location skills</p> <p>supply interest and motivation for the students through his personal interest and knowledge</p> <p>19. show his ability to motivate students to increase their reading limits, both in reading levels and subject areas</p> <p>20. demonstrate his ability to books in terms of quality of content learner and style of writing</p>	<p>The candidate shall:</p> <p>Select content area materials of three different types and teach a group of learners to set purposes for reading and then to select an appropriate rate of comprehension to meet each purpose</p> <p>prepare and teach a series of at least five lessons each on outlining, note-taking, and summarization to a content area class</p> <p>prepare and teach two lessons on cross reference in indexes and three on use of library card catalog to find specific information</p> <p>devise three techniques to motivate an entire class, three for a small group, and three for individual learners</p> <p>discuss and critique at least five books critique of different types for a class of</p>	<p>The candidate will:</p> <p>outline strategy</p> <p>prepare lesson plans and teach lessons for supervisor's observation</p> <p>prepare lesson plans</p> <p>outline strategy and discuss with peers</p> <p>participate in discussion</p>		

LEE 230/LEE 234

Matrix of experiences for practicum and field classes (continued)

Objectives	Minimum Criteria	Learner's Responsibility	Verified By (initials)	Date
<p>The candidate shall:</p> <p>21. be able to recommend to students books which have outstanding quality in their content and style of writing</p> <p>22. demonstrate his ability to read to groups of children, peers, or other groups in a pleasurable manner</p> <p>23. be able to show others significant ways in which they can improve their oral reading</p>	<p>The candidate shall-</p> <p>prepare booklists recommending books of outstanding quality in three different areas appropriate for learners involved</p> <p>read at least one fictional and one non-fictional selection to a group</p> <p>use tape recorder to demonstrate methods and to make learners aware of needs and of progress</p>	<p>The candidate will:</p> <p>prepare booklists</p> <p>demonstrate oral reading techniques</p> <p>prepare the tapes and outlines of strategy</p>		
<p><u>Locating and Using Professional Literature in Reading:</u></p> <p>24. demonstrate knowledge of materials which are appropriate to the California Framework</p>	<p>read and become familiar with California Framework in Reading and Literature and will select appropriate materials for students</p>	<p>Satisfy supervisors judgment</p>		

Verifiers

230 Professor Signature	Position	Date
234 Professor Signature	Position	Date

APPENDIX 5
LEE 254 PROGRAM EVALUATION REPORT RUBRIC

LEE 254 PROGRAM EVALUATION REPORT RUBRIC			
Components	Excellent 5 pts	Fair 3 pts	Poor 1 pts
RTI (Interventions)/ Assessment Practices			
Tiers How many levels? What are they like? When? Who teaches?	All levels of interventions listed and thoroughly described. Includes program names, materials, schedules, grouping, and instructor qualifications.	All levels of interventions listed, and most thoroughly described (classroom/ pull-out). Description may not include all key elements.	Few levels of interventions are listed and description lacks many of the key components.
Assessment What tools? How administered? How analyzed? What purpose?	3 tools used to measure student learning in various grade levels are presented and thoroughly described. Includes how tools are used for placement, monitoring, and transition out of programs.	2-3 tools are listed, and most are thoroughly described. Description may not include all key elements: placement, monitoring, transition.	Few tools are listed and descriptions lack many of the key components.
Achievement Data	Data from at least 3 tools used to measure student learning in various grade levels are presented and results are clearly and accurately interpreted.	Data from at least 2 tools used to measure student learning in various grade levels are presented, but results may be unclearly or inaccurately interpreted.	Data from only 1 tool are presented, and results may be unclearly or inaccurately interpreted.
RTI Analysis	Clearly written and accurately reflects data provided. Thoroughly synthesizes strengths and weaknesses of all components. Supported by at least 2 APA cited references to current research.	Analysis is clearly written and accurately reflects data provided. Strengths/weaknesses are not clearly synthesized across all components. Analysis is supported by at least 1 APA cited reference to current research.	Not clearly written; does not accurately reflect data provided. Strengths/weaknesses not clearly synthesized across all components. No references to current research.
Literacy Instruction			
Activities/Groups (e.g., teacher read aloud, small group, whole class)	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types and frequency of instructional activities and grouping structures are clearly described.	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types and frequency of instructional activities and grouping structures are vaguely described.	Report does not include both Quantitative and Qualitative data. Types and frequency of instructional activities and grouping structures are vaguely described.
Reading Components (e.g., Vocabulary comprehension,	Quantitative and Qualitative data are presented. Types and frequency of reading areas taught are clearly	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types	Does not include both Quantitative and Qualitative data. Types and frequency of

phonics)	described.	and frequency of reading areas taught are vaguely described.	reading areas taught are vaguely described.
Writing Skills (Process, Components)	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types and frequency of writing instruction are clearly described.	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types and frequency of writing instruction are vaguely described.	Report does not include both Quantitative and Qualitative data. Types and frequency of writing instruction are vaguely described.
Instruction Analysis	Clearly written and accurately reflects data provided. Thoroughly synthesizes the strengths/weaknesses of all components. Analysis is supported by at least 2 APA cited references to current research.	Analysis is clearly written and accurately reflects data provided. Strengths/weaknesses are not clearly synthesized across all components. Analysis is supported by at least 1 APA cited reference to current research.	Not clearly written; does not accurately reflect data provided. Strengths/weaknesses are not synthesized across all components. No references to current research.
Instructional Materials			
Use of Materials (texts, books, workbooks, videos, websites)	Quantitative and Qualitative data are presented. Types and frequency of use of instructional materials clearly described. Includes: type of material, genre, use/purpose.	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Description lacks key components: type of material, genre, use/purpose.	Does not include both Quantitative and Qualitative data. Description lacks components: type of material, genre and use/purpose.
Technology Resources	Quantitative and Qualitative data are presented. Types and frequency of use of instructional technology are clearly described. Description includes type of material, genre and use/purpose.	Quantitative and Qualitative data are presented from interviews, observations and surveys across grade levels. Types and frequency of use of instructional technology are described. Description may lack key components: type of material, genre and use/purpose.	Does not include both Quantitative and Qualitative data. Types and frequency of use of instructional technology are vaguely described, Description lacks key components: type of material, genre and use/purpose.
Materials Analysis	Analysis is clearly written and accurately reflects data provided. Analysis thoroughly synthesizes the strengths/weaknesses of this area and is supported by at least 2 APA cited references to current research.	Analysis is clearly written and accurately reflects data provided. Strengths/weaknesses are not clearly synthesized across all components. Analysis is supported by at least 1 APA cited reference to current research.	Not clearly written; does not accurately reflect data provided. Strengths/weaknesses are not identified. Not supported by references to current research.
Recommendations Weighted x4			
Program Elements	Succinct and precise summary synthesizes	Summary synthesizes most information from report	Synthesis of information to

	information from report to clearly identify areas of strength and need. Conclusions are strongly supported by evidence in the report and recommendations for refinements are supported by at least 4 research references.	to identify most areas of strength and need. Some conclusions are not supported by evidence in the report and recommendations for refinements are supported by less than 4 research references.	identify areas of strength and need is lacking. Conclusions not supported by evidence in report, recommendations are supported by less than 4 research references.
Professional Development	Clearly identifies areas of need for future PD. Content of PD is strongly supported by evidence in the report and formats for PD are supported by at least 4 research references from PD literature and Adult Learning Theory literature.	Report identifies most areas of need for future professional development. Some content of PD is not supported by evidence in the report and recommended processes/formats for PD are supported by less than 4 research references from PD literature and Adult Learning Theory literature.	Report does not identify need for future professional development. Many PD recommendations not supported by report or 4 research references from PD literature and Adult Learning Theory literature.
Format/Writing Conventions			
Writing Mechanics	Excellent scholarly writing. Organization is logical. Report is carefully written and edited, free of serious grammar, syntax, spelling and punctuation errors.	Organization is adequate but at times difficult to follow. Report shows some signs of editing, but needs more care to address grammar, syntax, spelling and punctuation errors.	Report is disorganized and difficult to follow. Report contains serious grammar, syntax, spelling and punctuation errors.
APA Requirements	All citations provided in body of text and reference section. Accurately adheres to APA style in formatting, organization, and construction.	Minor errors in formatting of the citations	The paper does not follow APA guidelines for in text citations or references

APPENDIX 6
LEE 254 COACHING PRESENTATION RUBRIC

LEE 254 COACHING PRESENTATION RUBRIC			
	EXCELLENT 5	FAIR 3	POOR 1
Video Content Weight x 3	Video includes all 3 phases of the coaching process. Video is high quality and easy for audience to hear and view. Video is 10-15 minutes in length.	Video includes 2 phases of the coaching process. Video is of adequate quality for audience to hear and view. Video is 10-15 minutes in length.	Video includes only 1 phase of coaching process. Video is of low quality and detracts from audience engagement. Video length does not meet requirement.
Presentation Weight x2	The student presents the information clearly and displays a complete understanding of their information. Audience is effectively engaged in discussion.	The student presents the information fairly clearly and displays a reasonable understanding of their information. Audience is somewhat engaged in discussion.	The information is not clearly presented. Gaps and lack of focus demonstrate lack of preparation.
Reflective Analysis Weight x5	Presentation clearly highlights key events to share with audience. Analysis includes lessons learned about coaching and identifies critical insights about growth and future goals.	Presentation highlights several events to share with audience. Analysis includes lessons learned about coaching but needs elaboration about growth and future goals.	Presentation includes few events to share with audience. Analysis does not include lessons learned about coaching or insights about growth and future goals.

APPENDIX 7
COMPREHENSIVE EXAM RUBRIC

Category	4 Exemplary	3 Accomplished	2 Developing	1 Beginning	Q1	Q2	Q3
Accuracy of Information	All supportive facts are reported accurately and in direct relation to the topic of the work.	Almost all supportive facts are reported correctly, and apply to the topic being discussed.	Few supportive facts are reported precisely, but there is an obvious gap in the information.	Facts are reported inaccurately.			
Breadth of Knowledge	There is one clear, well-focused topic that addresses the question. Main ideas stand out and are supported by detailed information. Author cites at least 3 relevant references made in the response.	Main idea is clear but the supporting information is general. There are a few citation errors concerning missing or inaccurate citation. Only 2 references are cited.	Main idea is somewhat clear but there is a need for more supporting information. Citation information is vague or not clearly relevant to topic. Only 1 relevant reference cited.	The main idea is not clear. The information is randomly presented. Citations are not relevant or present.			
Depth of Knowledge	Relevant, convincing, quality details give the reader important information that goes beyond the obvious or predictable. Cites research references that support the response.	Supporting details and information are relevant, but one key issue or portion of the response is unsupported, or only partially cited. References are cited.	Supporting details and information are relevant, but several key issues or portions of the response are unsupported and incorrectly cites. References are cited.	Supporting details and information are typically unclear or inaccurate. Citations are not relevant or present.			
Composition	The response is a cohesive flow of ideas with transitions and a solid opening and closing. A combination of theory, research, and examples are used to support arguments and synthesis of ideas.	The written response is a cohesive flowing narrative in terms of related ideas, meaningful transitions and an argument from beginning to end.	The written response alludes to related ideas and argument from beginning to end.	The written response is incoherent in terms of connecting ideas, making meaningful transitions and crafting a solid argument from beginning to end.			
Organization	Apt, seemingly inevitable sequence of paragraphs; appropriate, clear and adequate transitions between sentences and paragraphs.	Distinct units of thought in paragraphs, coherently arranged; some transitions between sentences and paragraphs.	Uneven paragraphs sometimes effective, but some brief, weakly unified, or undeveloped; some awkward or missing transitions.	Repetitive, wanders, arbitrary or no paragraphs structure, illogical or no transitions.			
Language	Apt and precise diction, syntactic variety, clear command of Standard English.	Some mechanical difficulties; occasional problematic word choice or awkward syntax errors; occasional grammar errors; come wordiness	Occasional major grammar errors (e.g. agreement, tense); frequent minor grammar errors (e.g. prepositions, articles); occasional imprecise dictions; awkward syntax; wordiness.	Frequent major and minor grammar problems; frequent imprecise diction; wordiness; awkward syntax; repetitive sentence patterns; problems impede meaning.			
Total Score							

Comments for exams that score below 1.0-1.99	
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