

Fresno Assessment of Student Teachers (FAST)
Multiple Subject Program
 Supervisor Responsibilities – Fall 2016

GRADES and INCOMPLETES

- For each phase, **do not issue a grade** until the FAST tasks are satisfactorily completed (i.e. all sections are scored a 2 or better); assign **INCOMPLETE** until tasks are passed.
- When teacher candidates complete the FAST requirements for an incomplete, send Martha the scores for the task. She needs the scores to complete her records.

SCORING LOGS: Important Information

- When submitting a scoring log to Martha, include all teacher candidates originally on your roster, even those who have withdrawn, earn no credit, or receive incompletes. Indicate scores or reasons you have not given scores.
- If teacher candidate receives 1 on a section, the section must be redone. Record the new passing score on the line underneath the original score (pdf format) or in the same cell separated by a slash, e.g. 1/3 (word format).

NOTE: All scoring logs and double scoring logs are available in two formats (fillable pdf & Word document) on Supervisor Resources website <http://www.fresnostate.edu/kremen/field-placements/supervisors.html>

OVERVIEW OF FAST TASKS – Multiple Subject Program

| FAST Task | Phase | Date Completed or Due | Task Description | What Teacher Candidate Submits to TaskStream | Who Scores | Who Enters Scores on TaskStream |
|------------------|--------------|------------------------------|-------------------------|---|--|--|
| CLPP | Phase 1 | Nov/Apr | Written Exam | Nothing | Faculty & Supervisors at scoring session (Nov/Apr) | Office Staff |
| SVP | Phase 2 | Dec/May | Observation | Lesson Plan Evaluation | Supervisor | Supervisor |
| TSP | Phase 3 | Nov/Apr | Curriculum Unit | Cover Page All sections of TSP | Faculty & Supervisors at scoring session (Nov/Apr) | Office Staff |
| HPP | Phase 3 | Dec/May | Portfolio | Reflection | Supervisor | Supervisor |

For questions, contact Jeanie Behrend, jeanb@csufresno.edu, or Martha Lomeli, marthal@csufresno.edu.

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PHASE 1 – EHD 174/174ECE

Comprehensive Lesson Plan Project (CLPP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual.
- Teacher candidates take exam: **Thursday, November 10 or 17**, AM and PM sessions
 - **Sign up to assist with proctoring CLPP exam.**
- Scoring session: **Friday, November 18 – 8:30-2:00**
 - **Attend CLPP scoring session.**

PHASE 2 – EHD 178/178ECE/110D

Site Visitation Project (SVP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual.
- Schedule observation with each teacher candidate for SVP.
- Remind teacher candidates to submit lesson plan and evaluation to TaskStream within 2 days after observation.
- Arrange for double scoring by a calibrated scorer, as needed, either by
 - (a) pairing with another supervisor for the actual observation and review of the reflection or
 - (b) videotaping the lesson and arranging for another supervisor to see the lesson plan, videotape, and reflection.
 - *NOTE: 15% of total projects must be double scored - Jeanie will notify you of the number of your supervisees' projects to be double scored. REMEMBER: The double scoring is for reliability purposes only. Double scores are only submitted to Martha via the double score log (paper copy or email) and not submitted on TaskStream.*
- Submit your scores for each teacher candidate's SVP on TaskStream.
- Record your scores for all your supervisees on SVP log and submit to Martha, ED 250 (paper copy or email).

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PHASE 3 – EHD 170/170ECE/160A&B

Teaching Sample Project (TSP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual. (Teacher candidates get an overview at the beginning of the semester and are expected to attend TSP prep sessions during the semester.)
- TSP paper copy is due to supervisors on **November 10**. Teacher candidates also submit an electronic copy to TaskStream, which includes a cover sheet they must complete. The TaskStream cover sheet is not required as part of the paper copy.
- Deliver paper copies of TSP for all supervisees to ED 250 by **November 14**.
- Scoring session: **Friday, November 18 – 8:30-2:00**
 - **Attend scoring session for TSP**

Holistic Proficiency Project (HPP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual. (Teacher candidates get an overview at the beginning of the semester.)
- Discuss appropriate artifacts as evidence and ways to organize artifacts.
- Arrange for double scoring by another calibrated scorer, as needed. The scorer will need access to artifacts and reflections.
 - *NOTE: 15% of total projects must be double scored. Jeanie will notify you of the number of your supervisees' projects to be double scored. REMEMBER: The double scoring is for reliability purposes only. Double scores are only submitted to Martha via the double score log (paper copy or email) and not submitted on TaskStream.*
- Review artifacts and reflections with each teacher candidate near the end of the semester.
- Score HPP using rubric and record your scores for each teacher candidate on TaskStream.
- Record your scores for all your supervisees on HPP log and submit to Martha, ED 250 (paper copy or email).