

Fresno Assessment of Student Teachers (FAST)
Single Subject Program
Supervisor Responsibilities
EHD 155B

GRADES and INCOMPLETES

- **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 students complete the FAST requirements for an incomplete, send Martha the scores for the task. She needs the scores to complete her records.

Teaching Sample Project (TSP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual. (Teacher candidates attend a mandatory overview at the beginning of the semester.)
- Identify due date for final project. Intermediate due dates for sections are optional.
 - *Remember this is an assessment of the teacher candidate's ability.*
 - *Reading a section and giving feedback means you have scored it. You must record that score on your score log.*
 - *Only sections that have been scored a 1 (non-passing) may be redone for a better score.*
 - *All sections must receive a passing score for the teacher candidate to pass this assessment.*
- Score TSP using rubric and record each teacher candidate's scores on TaskStream.
- Record your scores for all your supervisees on TSP log and submit to Martha, ED 250 (paper copy or email).
- Arrange for double scoring by another calibrated scorer, as needed. The scorer will need access to the TSP.
 - *NOTE: 15% of total projects must be double scored. Jeanie will notify you of the number of your supervisees' projects to be double scored. Double scores are only submitted to Martha via the double score log (paper copy or email) and not submitted on TaskStream; they are used for reliability purposes only.*

Holistic Proficiency Project (HPP)

- Prep teacher candidates by reviewing prompt and rubric in FAST manual. (Teacher candidates attend a mandatory overview at the beginning of the semester.)
- Discuss appropriate artifacts to be used as evidence and ways to organize artifacts.
- Identify due date for final project.
- Describe your expectations for submission of artifacts and reflection (e.g. hard copy of artifacts and/or reflection, electronic copy of artifacts and/or reflection). Teacher candidates must submit their reflection on TaskStream. Artifacts are not required to be submitted on TaskStream.
- Review artifacts and reflections using the HPP rubric.
- Record each teacher candidate's scores on TaskStream.
- Record scores for all your supervisees on HPP log and submit to Martha, ED 250 (paper copy or email).
- Arrange for double scoring by another calibrated scorer. 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. Double scores are only submitted to Martha via the double score log (paper copy or email) and not submitted on TaskStream; they are used for reliability purposes only.*

SCORING LOGS: Important Information

- When submitting a scoring log to Martha, include all students 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>

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