ILLINOIS STATE BOARD OF EDUCATION

Center for Educator Effectiveness

edTPA Guide

edTPA Guide

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Illinois State Board of Education

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James T. Meeks
Chairman

Tony Smith, Ph.D.
State Superintendent of Education

November 5, 2015

Dear School Partners and Parents,

The Illinois State Board of Education is dedicated to developing highly prepared and effective teachers for all Illinois students. Therefore, beginning September 1, 2015, all teacher candidates enrolled in a teacher preparation program in Illinois must complete the edTPA.

Illinois recognizes the need for a common, standards- and performance-based assessment of teaching effectiveness that measures the classroom readiness of teacher candidates and provides information for program improvement. The edTPA is designed to ensure that those who become teachers not only understand educational theory and subject matter content, but can demonstrate their ability to lead a classroom and support students in their learning. New teachers have to be effective from day one.

The edTPA is a performance-based, subject-specific assessment that measures effectiveness in the classroom by focusing on student learning. The edTPA uses processes similar to National Board certification insofar as candidates are required to provide evidence of their practice through the submission of video and other artifacts. More specifically, items reflecting the competencies must be present in a portfolio that includes lesson plans, video recordings of the student teacher delivering instruction, and analysis of and feedback on student learning. The edTPA is a summative assessment completed at the end of an educator's preparation program.

This guidance document provides responses to common concerns and challenges school districts, higher education institutions, parents, and teacher candidates may face during edTPA implementation.

I ask that all school partners and parents join me in supporting teacher candidates who will complete the edTPA process in Illinois classrooms. Your support is critical for teacher candidates to develop and improve the extensive skills necessary to effectively educate students and ensure that students are prepared for future success.

I look forward to continuing to work alongside you in support of the edTPA process by working with preparation programs, districts, and candidates to ensure that Illinois produces teachers who demonstrate effective planning, instructional delivery, and assessment practices, and who are prepared to begin successful careers teaching our students.

Sincerely,

Tony Smith, Ph.D.
State Superintendent of Schools

Introduction

I llinois law requires that all teacher candidates participate in an evidence-based assessment of teacher effectiveness approved by the State Board of Education. As of September 1, 2015, teacher candidates completing student teaching in Illinois are required by law and administrative rules to successfully complete edTPA™, a teacher performance assessment for teacher candidates.

Developed and conducted by Stanford Center for Assessment, Learning and Equity (SCALE)

- SCALE designs all training for individuals who score edTPA.

- Approximately 50 percent of scorers hired to score edTPA are faculty/supervisors and 50 percent are teacher leaders.

- All scorers complete a rigorous, 20-plus hour training curriculum, which includes a focus on consistent scoring without bias.

Pearson serves as operational partner in administering the assessment

- Pearson provides the technical infrastructure for collection of candidate materials.

- Pearson hires educators to score materials; these educators are then trained pursuant to training designed by SCALE.

- Pearson delivers score reports to candidates and teacher preparation programs.

- Pearson was awarded the contract as the testing vendor through the sole source procurement process in conjunction with the State of Illinois Chief Procurement Office.

Candidates are required to submit a video recording of their student teaching in the classroom along with samples of student work

Video evidence and the submission of a portfolio are important components of edTPA because they require candidates to actually demonstrate the knowledge and skills required to help students learn in real classrooms.

- Candidates may retake the entire edTPA or individual tasks if they are initially unsuccessful.

- Faculty at teacher preparation programs are encouraged and expected to assist and provide support to candidates.

In the following sections, this Guide provides information and resources to the groups primarily interested in and affected by edTPA implementation.

Section

1

Institutions of Higher Education

Institutions of Higher Education (IHEs) may encounter a variety of concerns or challenges in implementing edTPA and assisting their students in its successful completion. ISBE advises the following best practices with regard to some of the major concerns and challenges facing IHEs in implementing edTPA.

Working with Districts in Placing and Assisting Student Teachers

- IHEs should maintain open communication with partner districts when placing candidates for student teaching. IHEs can help candidates to navigate district policies regarding video recording of students and securing parent, guardian, or student permission for participation.

- ISBE has drafted a sample letter to parents, guardians, and students aged 18 or older, along with a release form to be completed regarding edTPA™ video recording and the student work submission process (**see Section 6 of this Guide**). While this form is not the only form by which your candidates and your programs can secure participant agreement, ISBE believes that the sample letter and release form reflect best practices for seeking agreement from parents, guardians, or students over the age of 18 to participate in the assessment video recording and submission of student work.

- Keep open lines of communication between higher education faculty/staff and district administration. Be prepared to interface with districts on behalf of student teachers who face obstacles to or questions about completing edTPA.

- If legal issues arise, bring together legal counsel from the IHE and school district legal counsel to assist in answering questions or mediating disputes.

Use of Technology

ISBE recognizes that the use of technology to video record students in the classroom presents concerns and challenges *for parents and students as well as educators and administrators. ISBE encourages educator preparation programs to assist student teachers by making safe, secure video recording options available to them.*

- A program or institution may wish to consider providing video cameras to student teachers for their use in completing the assessment rather than students utilizing their own devices, such as smart phones, to record their teaching.

- A program or institution may also wish to consider pursuing cooperation with the host school or district in utilizing school or district equipment for recording purposes.

While neither of these approaches is required, ISBE believes that they reflect best practices for accomplishing this important assessment process while safeguarding the recorded material.

Student Teaching Agreements

- ISBE encourages institutions and programs to include a provision in their student teaching agreements with teacher candidates that describes the expectations for the candidates' use, transmission, and destruction of classroom recordings for assessment.

- Example: "A teacher candidate engaged in student teaching who is required to submit a video recording of his/her classroom instruction pursuant to a teacher performance assessment agrees to treat as confidential any such video recording made or obtained by that candidate. The candidate agrees to take reasonable precautions to ensure the security and confidentiality of such video recording and agrees to only use such recording as required by the teacher performance assessment. Once the video recording has been transmitted to and received by the entity conducting the teacher performance assessment and/or the candidate's program or institution, the candidate agrees to delete, erase, or physically destroy any local copy of the video recording. The candidate shall not share, post, or use the video recording for any other purpose. Failure to abide by this provision may result in adverse action, up to and including termination of the candidate's student teaching assignment, termination from the program, or rejection of the candidate's application for licensure with the Illinois State Board of Education."

- A provision incorporating this type of information will help to protect confidential student information as well as set concrete expectations for the use of such video recordings and highlight potential consequences of misuse.

- Such a provision is not strictly required, but securing the agreement of candidates to protect confidentiality of teacher assessment video recordings will help to protect students, institutions, and school districts from unwanted consequences of unauthorized use of such recordings.

RESOURCES

Guidance to Supervising Teachers
https://secure.aacte.org/apps/rl/res_get.php?fid=1757&ref=edtpafid=1757&ref=edtpa

edTPA Guidelines and Policies for Faculty
https://www.edtpa.com/PageView.aspx?f=GEN_FacultyPolicies.html

Section

2

Teacher Candidates

T eacher candidates completing student teaching after September 1, 2015, are required to successfully complete edTPA to obtain Illinois educator licensure. ISBE advises the following best practices with regard to some of the major challenges facing teacher candidates in completing edTPA.

Maintaining Confidentiality

- edTPA requires submission of video recordings as well as student work. Therefore, confidentiality and sensitivity to privacy issues are of paramount importance for teacher candidates completing edTPA while student teaching.

- Student teachers should familiarize themselves with privacy and media policies in the districts where they are student teaching and abide by these policies.

- Student teachers should raise any issues with privacy or use of technology with district administration and/or the IHE, as appropriate.

- Student teachers may choose to employ creative measures to ensure student privacy, such as positioning non-consenting students off camera but still in the classroom and actively engaged for the recorded lesson.

Successful Completion of edTPA

- Student teachers should be aware that they need to seek parental consent to utilize student work and/or video recordings of students as part of their edTPA portfolios. ISBE has created a sample form for this purpose if a student teacher needs such a form (**see Section 6 of this Guide**).

- ISBE encourages student teachers to communicate promptly with their IHEs as well as their hosting districts about any issues encountered in completing the assessment so that these can be addressed and not become obstacles to completing edTPA.

For privacy and confidentiality resources, please visit the following links.	**RESOURCES**
	edTPA Resource Library https://secure.aacte.org/apps/rl/resource.php?ref=edtpa

edTPA Candidate Policies https://www.edtpa.com/PageView.aspx?f=GEN_CandidatePolicies.html

Guidelines for Video Confidentiality for Candidates
https://www.edtpa.com/Content/Docs/VideoConfidentialityCandidates.pdf

Confidentiality of edTPA Candidate Materials and Assessment Data
https://www.edtpa.com/Content/Docs/ConfidentialityAndSecurity.pdf

edTPA Guidelines and Policies for Faculty
https://www.edtpa.com/PageView.aspx?f=GEN_FacultyPolicies.html

For general edTPA resources, please visit the following link.

RESOURCES

http://www.edtpa.com/PageView.aspx?f=GEN_Candidates.html

Section

3

Districts and Schools

D istricts and schools play an important role in the ability of a teacher candidate to complete edTPA during student teaching. Both student teaching and successful completion of edTPA are requirements for teacher licensure. Even more importantly, both aim to better prepare and evaluate the future workforce of Illinois schools. Therefore, it is important that districts, schools, teacher candidates, and IHEs work together to support edTPA completion in a way that protects and serves the needs of all involved.

Confidentiality and Privacy

- Districts and schools should review current policies for use of video recording in classrooms to determine whether the district or school has implemented procedures for obtaining parental permission. Districts are encouraged to share this information with parents via a letter, newsletter, or seminar.

- Districts and schools are encouraged to work with teacher candidates and IHEs to secure appropriate parental permission for video recording and use of student materials as part of the edTPA portfolio. ISBE has provided a sample release form to assist in this process (**see Section 6 of this Guide**). Districts and schools are encouraged to customize this form to meet their specific needs.

- Districts and schools are encouraged to collaborate with IHEs to ensure mutually beneficial student teaching placements.

- Districts and schools should provide open lines of communication with parents regarding the use of videotaping in the classroom (e.g., explain security measures in place for confidentiality).

- Districts and schools are encouraged to leverage the experience and knowledge of cooperating teachers to support teacher candidates by providing practical support, feedback, and assistance to teacher candidates during their student teaching experiences.

Issues of Liability

- Districts and schools should seek advice from their legal counsel should issues or questions regarding liability arise.

Parent and Guardian Information and Support

- Districts and schools are key points of contact with parents and guardians and are encouraged to provide information about student teachers and edTPA in order to address parent questions and concerns.

For privacy and confidentiality resources, please visit the following links.	**RESOURCES**
	edTPA Resource Library https://secure.aacte.org/apps/rl/resource.php?ref=edtpa

edTPA Candidate Policies https://www.edtpa.com/PageView.aspx?f=GEN_CandidatePolicies.html

Guidelines for Video Confidentiality for Candidates
https://www.edtpa.com/Content/Docs/VideoConfidentialityCandidates.pdf

Confidentiality of edTPA Candidate Materials and Assessment Data
https://www.edtpa.com/Content/Docs/ConfidentialityAndSecurity.pdf

For general edTPA resources, please visit the following links.	**RESOURCES**
	http://www.edtpa.com/PageView.aspx?f=GEN_Candidates.html

edTPA Myths and Facts
https://secure.aacte.org/apps/rl/res_get.php?fid=1331&ref=edtpafid=1331&ref=edtpa

Parents and Guardians

T he Illinois State Board of Education is committed to ensuring that students receive a quality education and that the teachers providing this education are highly prepared and effective. To that end, all teacher candidates in Illinois teacher preparation programs must successfully complete edTPA, which has been designated by ISBE as the assessment required by law. edTPA is designed to better prepare and assess competency of teacher candidates during their student teaching experiences so that these future Illinois teachers are ready to join diverse classrooms and promote student growth and achievement.

Parent/Guardian Considerations

- Parents and guardians may have questions and concerns about the edTPA process, particularly with regard to confidentiality and privacy. ISBE encourages parents and guardians to keep open lines of communication with districts and schools regarding any questions or concerns that arise if a student has a student teacher in his or her classroom. Please know that student confidentiality is of utmost importance and districts, higher education institutions, and candidates must take proper measures to ensure student confidentiality.

- Parents and guardians should become familiar with any district or school policies regarding confidentiality, privacy, student records, and/or video recording.

- Districts and schools are encouraged to collaborate with IHEs to ensure mutually beneficial student teaching placements.

- Parents and guardians may be asked to provide a release for participation of their student in video recording and/or use of the student's class work in the student teacher's edTPA portfolio (**see a sample form in Section 6 of this Guide).**

- edTPA is NOT an assessment of classroom students or their work. edTPA is focused solely on assessment of the student teacher.

- Student names are removed from student work submitted as part of an edTPA profile, and student teachers are instructed to use only first names in addressing students on video recordings. Video recordings are submitted through a secure online platform.

- Student teachers are prohibited from unauthorized sharing of video recordings of students or student work. Videos will only be uploaded to Pearson's secure website for grading purposes. Any such video recording is destroyed by the student teacher after uploading the video for grading.

For privacy and confidentiality resources, please visit the following links.	**RESOURCES**
	edTPA Resource Library https://secure.aacte.org/apps/rl/resource.php?ref=edtpa
edTPA Candidate Policies https://www.edtpa.com/PageView.aspx?f=GEN_CandidatePolicies.html	
Guidelines for Video Confidentiality for Candidates https://www.edtpa.com/Content/Docs/VideoConfidentialityCandidates.pdf	
Confidentiality of edTPA Candidate Materials and Assessment Data https://www.edtpa.com/Content/Docs/ConfidentialityAndSecurity.pdf	

For general edTPA resources, please visit the following links.	**RESOURCES**
	http://www.edtpa.com/PageView.aspx?f=GEN_Candidates.html
edTPA Myths and Facts https://secure.aacte.org/apps/rl/res_get.php?fid=1331&ref=edtpafid=1331&ref=edtpa	

Section

5

Other Considerations

- edTPA's parental consent component presents a challenge for some Illinois students. To ease implementation, ISBE has worked with and continues to work with the Department of Children and Family Services to ensure a path to consent for those students who may be under DCFS guardianship.

- Students who are at least 18 years of age may consent for themselves to video recording and use of their class work. The sample form for consent does provide for this situation (**see sample form in Section 6 of this Guide**).

Section

6

Resources

STATUTORY AUTHORITY: 105 ILCS 21b-30(F)

http://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=010500050HArt%2E+21B&ActID=1005&ChapterID=17&SeqStart=144700000&SeqEnd=147000000

ADMINISTRATIVE RULES: 23 Ill. Admin. Code Part 25

http://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=010500050HArt%2E+21B&ActID=1005&ChapterID=17&SeqStart=144700000&SeqEnd=147000000

ISBE RESOURCES

Illinois Licensure Testing information: http://www.isbe.net/licensure/html/testing.htm

edTPA Fact Sheet: http://www.isbe.net/licensure/pdf/EdTPA-fact-sheet.pdf

edTPA Passing Scores: http://www.isbe.net/licensure/pdf/EdTPA-passing-scores.pdf

ILTS testing information: http://www.isbe.net/licensure/requirements/ILTS-test-info.pdf

edTPA information sheet: http://www.isbe.net/licensure/pdf/higher-ed/edTPA/edTPA-informational-doc.pdf

ISBE Higher Education licensure information: http://www.isbe.net/licensure/html/higher-education.htm

Letter of support to districts: http://www.isbe.net/licensure/pdf/higher-ed/edTPA/district-letters/english.pdf

http://www.edtpa.com/PageView.aspx?f=GEN_Candidates.html

PRIVACY AND CONFIDENTIALITY RESOURCES

edTPA Resource Library https://secure.aacte.org/apps/rl/resource.php?ref=edtpa

edTPA Candidate Policies https://www.edtpa.com/PageView.aspx?f=GEN_CandidatePolicies.html

Guidelines for Video Confidentiality for Candidates
https://www.edtpa.com/Content/Docs/VideoConfidentialityCandidates.pdf

Confidentiality of edTPA Candidate Materials and Assessment Data
https://www.edtpa.com/Content/Docs/ConfidentialityAndSecurity.pdf

GENERAL edTPA RESOURCES

http://www.edtpa.com/PageView.aspx?f=GEN_Candidates.html

edTPA Myths and Facts
https://secure.aacte.org/apps/rl/res_get.php?fid=1331&ref=edtpafid=1331&ref=edtpa

edTPA Guidelines and Policies for Faculty
https://www.edtpa.com/PageView.aspx?f=GEN_FacultyPolicies.html

GUIDANCE TO SUPERVISING TEACHERS

https://secure.aacte.org/apps/rl/res_get.php?fid=1757&ref=edtpafid=1757&ref=edtpa

Teacher Performance Assessment (edTPA™) – Release form for student participation

Dear Parent/Guardian or Student at least 18 years of age:

I am enrolled in the teacher preparation program at [University] and am currently student teaching in your child's classroom. Illinois participates in edTPA™, which means that, in order to complete my student teaching assignment, I have to complete an assessment called the Teacher Performance Assessment. This assessment includes submitting a video of me teaching a series of lessons in the classroom and examples of student work completed. In the course of recording my teaching, your child may appear on the video. I will gather samples of student work to submit as evidence of my teaching practice, which may include some of your child's work. This is not an assessment of your child's performance. This is an assessment of my instruction, required for me to obtain a teacher license.

No student's name will appear on any materials that are submitted, and materials will be kept confidential at all times. The video recordings and student work I submit will not be made public in any way. Materials I submit will be reviewed by my program at [University], and they may also be used by test developers under secure conditions for edTPA program development and implementation, including scorer training, and to support continued program improvement activities such as future validity and reliability studies.

This form is a request for your consent to include both your child in the video and his or her class work. Please complete the bottom half of this page and retain the top for your reference. If you have any questions about the use of this video or your child's class work, please contact my academic advisor, [name], at [phone#].

Thank you for your consideration.

[name - printed and signature]

RELEASE FORM FOR STUDENT PARTICIPATION

Student name: _____ Student's school: _____

I am the parent or legal guardian of the child named above. I have read and understand the project description given in the letter provided at the top of this form, and agree to the following (please check the appropriate line below):

____ I DO give permission for my child to appear on video recordings and my child's class work to be used in the Teacher Performance Assessment of [Student Teacher]. I understand that my child's name and any other personally identifiable information about my child will not appear on any of the submitted materials.

____ I DO NOT give permission for my child to appear on video recordings and my child's class work to be used in the Teacher Performance Assessment of [Student Teacher] and understand that my child will be seated outside of the recorded activities.

Signature of Parent or Guardian: _____ Date: _____

_____

I am the student named above and am at least 18 years of age. I have read and understand the project description given in the letter provided at the top of this form, and agree to the following (please check the appropriate line below):

____ I am at least 18 years of age and DO give permission for me to appear on video recordings and for my class work to be used in the Teacher Performance Assessment of [Student Teacher]. I understand that my name and any other personally identifiable information about me will not appear on any of the submitted materials.

____ I am at least 18 years of age and DO NOT give permission for me to appear on video recordings and for my class work to be used in the Teacher Performance Assessment of [Student Teacher] and understand that I will be seated outside of the recorded activities.

Signature of Student: _____ Date: _____ Date of birth: __/__/___