

Educational Leadership – Feb. 2010
Meeting Notes

1. Need to establish a program beginning and midpoint- EDLD 735 as midpoint was mentioned. Need to decide on beginning and midpt course and need assessment and dispositions rubric for each.
2. Where are disposition checks in the program?
3. EDLD 780- Portfolio guidelines
 - Need to establish criteria and expectations for portfolio that is considered culminating project in 780.
 - Need a list of items required in portfolio for each course taken in program.
 - Do we want the student to submit the portfolio assignments at the end of the term through the Educ Grad Prg Bb course.
 - How is this assessed??? Since each assignment should have been graded in the other courses, we need to have a checklist that can be completed by 780 instructor.

IMPORTANT: The required assignment in each course should be graded on a rubric that can be used in each course (shows consistency). Is this possible? This must be done during spring '10 courses. Rubric needs to be made available to student at beginning of term.

4. Revise EDLD Board check sheet based on notes from last meeting.

Staci Fuqua

From: Staci Fuqua
Sent: Friday, February 26, 2010 2:13 PM
To: milarign@ut.utm.edu; GoogleContact-ambjcart; nicaesse@ut.utm.edu; carnfrye@ut.utm.edu; andpgiel@ut.utm.edu; michuff@ut.utm.edu; jenljeff@ut.utm.edu; jamdjoyn@ut.utm.edu; jearlea@ut.utm.edu; jeaelitt@ut.utm.edu; angdmcco@ut.utm.edu; edwtruth@ut.utm.edu; chagshiv@ut.utm.edu; paulwamp@ut.utm.edu; Courtney Watkins
Cc: Sandra Murray; Betty Cox; Becky Cox
Subject: Portfolio Checklist-EDLD 780
Attachments: image001.jpg
Importance: High

Hello Everyone,

I have posted a link in the "Education Graduate Program" Bb course under the Educational Leadership tab that contains the Portfolio Checklist including all instructions and due date details. Please read the information closely as there are two dates you will be required to submit materials this term.

The links for you to submit each required document will not be available until March 5th. You may download the checklist and begin collecting your materials but do not attempt to submit prior to March 5th. All materials except final activities for EDLD 780 and final activities for any other course you are currently enrolled in are due by March 8th. The "final activities" in EDLD 780 and in currently enrolled classes will be due May 6th.

Please read this note carefully. ☺ DO NOT PANIC if you look at this list and do not have everything on the list. We are in a transition period between the old EDAS program and the new EDLD requirements and we are aware that if you are in the old program you will not have everything on this list. Please DO NOT contact your professors and ask them if they have copies. If you have concerns, please feel free to contact me with those concerns.

I will be out of the office on Tuesday and Wednesday of next week. If you have concerns you can call or email me. I will get back with you as quickly as I can.

Thanks,
Staci

Staci L. Fuqua

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Educ Leadership

Item Folder External Link Course Link Test Select: Learning Unit Go

1 Portfolio Checklist EDLD Portfolio checklist.doc (48.5 Kb) Modify Manage Copy Remove

The "Portfolio Checklist" instructions and deadline information is listed on the attached document. Please read the instructions closely and note that there are two deadlines.

Do not attempt to download any of the documents into the assignment links until March 5th. I will have a folder under the "Educational Leadership" tab where assignments may be submitted.

2 ATTENTION: Spring 2010 Graduates MANDATORY.....All Spring, 2010 graduates Modify Manage Copy Remove

All Educational Leadership (and EDAS) majors who plan to graduate spring, 2010 MUST take and pass the SLLA exam in January, 2010. This is a graduation requirement (to satisfy comprehensive exam component) AND a state licensure requirement.

Deadline for test registration is December 10, 2009

Test date is January 9, 2010

Please view the "Educational Leadership" tab then "ETS School Leadership Series regarding SLLA Exam info for further test details.

Please email or fax a copy of test registration no later than December 11th to sfuqua@utm.edu or fax to 731.881.7975

3 Comprehensive Exam Info Modify Manage Copy Remove

4 ETS- School Leadership Series 2009-10 Info Modify Manage Copy Remove

5 Program Check Sheets Modify Manage Copy Remove

OK

Educational Leadership Portfolio Checklist

Portfolio activities from all courses except EDLD 780 and other courses you are currently enrolled in must be submitted through the Education Graduate Program Bb course by **Monday, March 8, 2010**.

Final portfolio activities for EDLD 780 and other courses you are currently enrolled in must be submitted through the Education Graduate Program Bb course AND on the EDLD 780 Bb course assignments page by the first day of final exams, **Thursday, May 6, 2010**. **Please be certain you submit the final activities in both Bb courses.**

****NOTE:** The program requirements changed effective fall, 2009 from EDAS to Educational Leadership. Please submit required activities based on the coursework you have completed for your degree program. If you are completing the former EDAS program, you may not have all activities listed below because you were not required to take some of the new courses. **DO NOT contact your professors and ask for copies of your materials if you have not saved them.**

COURSE	Course Title	Required Activity	✓
EDLD 710	Introduction to Supervising and Leading Educ Change	Final Activity	
EDLD 715	Personnel Management and Professional Development	Professional Development Activity	
		School Effectiveness Activity	
		Conflict Resolution Activity	
		Final Activity	
EDLD 730	Public Relations and Resource Allocation in School Setting	Nothing Required –Sp '10	
EDLD 735	Electronic Tools for Educational Leaders	Key Assessment Portfolio Activity	
EDLD 745	Measurement and Decision-Making	Key Assessment Portfolio Activity	
EDLD 750	Facility Management for a Safe, Efficient, and Effective Learning Environment	Key Assessment Portfolio Activity	
EDLD 755	Topics in Special Education for School Leaders	Module Two Activity	
		Module Five Activity	
		Module Six Activity	
		Module Eight Activity	
		Final Activity	
EDLD 760	Law and Policy in the Educational Setting	Final Activity	
EDLD 775	Classroom and School-wide Behavior Management	Key Assessment Portfolio Activity	
EDLD 780	Clinical Supervision	Introductory Activity	
		Module Two Activity	
		Module Three Activity	
		Module Four Activity	
		Module Six Activity	
		Module Eight Activity	
		Module Ten Activity	
		Final Activity	
EDFN 720	Multicultural Issues	Key Assessment Portfolio Activity	
EDST 710	Models of Instruction	Final Activity	
EDAS 720	Leadership Theories in the Educational Setting	Culminating Activity	
EDAS 765	Topics in Essential Skills for School Leaders	Culminating Activity	

Working Sample

EDUCATIONAL LEADERSHIP ADMISSION BOARD CHECKSHEET

DATE: August 5, 2009

EVALUATOR: Betty Cox

CANDIDATE: [REDACTED]

CANDIDATE ID: [REDACTED]

Public School Experience

Must be Determined

Based upon the evidence provided in the candidate's application folder, rate each category.

- I. A. Resume
The resume provides clear evidence as to the experiences, which will enable the candidate to become an effective school administrator. Based upon the evidence in the resume the candidate is:

Acceptable Unacceptable

- II. Letters of Reference

A. The author of letter #1 provides evidence which indicates the candidate is:

Acceptable Unacceptable

B. The author of letter #2 provides evidence which indicates the candidate is:

Acceptable Unacceptable

C. The author of letter #3 provides evidence which indicates the candidate is:

Acceptable Unacceptable

- III. Narrative

The candidate provides evidence which enables the evaluator to rate the candidate in the following categories.

A. Experiences:

Acceptable Unacceptable

B. Skills:

Acceptable Unacceptable

C. Abilities:

Acceptable Unacceptable

D. Attributes:

Acceptable Unacceptable

- IV. A. Summative

Based upon the evidence presented, I find the candidate:

Acceptable Unacceptable Unable to determine without an interview

EVALUATOR SIGNATURE _____ DATE _____