

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

Document Contents

- 1.0 Purpose of this Document & Candidate Eligibility
- 2.0 Background to the Teaching Performance Assessment
- 3.0 Administering and Submitting the TPA
- 4.0 Scoring and Reporting
- 5.0 Candidate Appeal Process
- 6.0 Miscellaneous

1.0 Purpose of this Document & Candidate Eligibility

- 1.1 The purpose of this document is to describe the CalTPA administration process and to describe policy guidelines and procedures for candidates admitted to the Multiple Subject and Single Subject Credential Program after July 1, 2008.
- 1.2 All candidates admitted to the Multiple Subject or Single Subject credential programs on or after July 1, 2008 are required to successfully pass all four Tasks associated with the CalTPA in order to be recommended for a credential.
- 1.3 Candidates admitted to a credential program prior to July 1, 2008 who must reapply for program admission will be required to complete and pass the CalTPA upon their readmission into the program on or after July 1, 2008.
- 1.4 Candidates who already hold a valid teaching credential who wish to add an authorization to their existing credential are not required to pass the CalTPA.

2.0 Background to the Teaching Performance Assessment.

- 2.1 State law (SB 2042; SB 1209) and Education Code (44320.2) mandate that teacher preparation programs implement a teaching performance assessment effective July 1, 2008. All candidates for a teaching credential from that date forward must pass the program-adopted teaching performance assessment, in addition to all other state and program requirements. As of June 2009, there are three state-approved teaching performance assessments that programs can adopt. The Multiple Subject and Single Subject credential programs at CSULB have adopted the California Teaching Performance Assessment (CalTPA) as their teaching performance assessment. The CalTPA is a set of 4 Tasks that offers measures of candidate competence in subject-specific pedagogy, designing instruction, and assessing learning. The fourth Task is a culminating teaching experience that also includes submission of a 20-minute videoed teaching episode. Teaching performance assessment requirements and procedures are publicly available in a variety of ways, including program websites, program handbooks, and program bulletin boards. The CalTPA system is also available on the Commission on Teacher Credentialing website.

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

The four Tasks of the CalTPA are linked to program courses for administrative purposes. Tasks are submitted by the candidate as per guidelines set forth by the College of Education Assessment Office. The Assessment Office distributes Tasks to Assessors who have been calibrated through participation in state-developed training sessions. Tasks are anonymously submitted and blind-scored on a 4-point rubric. Candidates must have a minimum score of 3 on each Task, resulting in a minimum combined score of 12 on the Tasks. All Tasks with a score of 1 or 2 are automatically scored by a second Assessor.

3.0 Administering and Submitting the CalTPA

3.1 All candidates admitted to the Multiple Subject or Single Subject credential programs on or after July 1, 2008 are required to successfully pass all four Tasks associated with the CalTPA in order to be recommended for a credential.

3.2 All candidates admitted to a credential program prior to July 1, 2008 who must reapply for program admission will be required to complete and pass the CalTPA upon their readmission into the program on or after July 1, 2008.

3.3 Completing the CalTPA.

3.3.1 The CalTPA is a state-mandated assessment similar to CBEST, CSET or RICA.

3.3.2 Although the CalTPA Tasks are linked to courses, they are completed and submitted outside the structure of the course and they do not contribute to the course grade. The University Incomplete and Grade Appeal policies do not apply to the CalTPA.

3.3.3 In courses linked to a CalTPA Task instructors will provide a general introduction to the Task(s) and distribute information from the CED Assessment Office regarding how candidates submit the Task(s) and the submission timeline for the semester.

3.3.4 Candidates who do not submit a CalTPA Task by the posted deadline will receive a zero score for that task. The candidate must complete a future submission of the Task through the "CalTPA non-submission Course Tasks 1, 2, 3, 4." Every non-submission while enrolled in a course that assumes submission, counts as one attempt for that task.

3.3.5 Candidates must submit tasks via the approved CED submission process. Candidates must remain enrolled in the CSULB approve submission mechanism (e.g. task stream) through the completion of their program OR through the completion of the Teaching Performance Assessment and maintain a current e-mail address on that system.

3.4 Original Work Statement. Candidates are required to certify that the work they submit is their own work and that any work that is not theirs is appropriately referenced consistent with university policies on plagiarism. A Task without this certification cannot be submitted or scored.

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

3.5 Consent Request. Candidates are asked to consent to the anonymous use of their CalTPA submissions and scores for research, teaching, and accreditation purposes. Consent is voluntary and will not affect scoring on a Task.

3.6 Confidentiality. Candidate work and scores on CalTPA Tasks are confidential. Passage of the CalTPA is reported to the state on behalf of the candidate as part of the credential recommendation process. CalTPA scores are not released to other persons or institutions without written consent of the candidate. Scores are used in aggregate form for program evaluation and improvement purposes.

4.0 Scoring and Reporting the CalTPA

4.1 The CalTPA is a high-stakes assessment completed during the credential program, but is independent of course grades.

4.2 Each CalTPA Task is scored by an Assessor who has been calibrated in a state-developed training workshop.

4.3 All CalTPA Tasks are anonymously submitted and blind-scored.

4.4 Assessors are required to use the state-developed Record of Evidence (ROE) to score a CalTPA Task. The ROE is kept on file for 5 years by the program. The ROE is confidential and cannot be released to or shared with the candidate or external parties.

4.5 Candidates do not have access to the Record of Evidence (ROE). Faculty or staff who discuss performance on a CalTPA task with a candidate may draw on information in the ROE but cannot share the ROE with the candidate.

4.6 Three (3) is the minimum passing score for each Task.

4.7 Tasks scored 3 or 4 on the initial assessment will receive that score as the final score.

4.8 Tasks with a failing score of 2 on the initial assessment will automatically be re-scored by a second state-calibrated assessor. Scores of 1 will not be second scored.

- Tasks that receive a passing score on the second assessment will automatically be scored a third time.
- Tasks that receive an initial score of 2, a passing score on the second assessment, and a failing score on the third assessment will receive a score of 2.
- Tasks that receive an initial score of 2, a passing score on the second assessment, and a passing score on the third assessment will receive the lower of the two passing scores.

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

Selected Scoring Scenarios

First Score	Second Score	Third Score	Recorded Score
1	N/A	N/A	1
2	2	N/A	2
2	1	N/A	2
2	3	2	2
2	3	3	3
3	reliability scoring only	N/A	3
4	reliability scoring only	N/A	4

4.9 Scores will be released to candidates in a way that preserves confidentiality. Scores will be made available to candidates only after the Assessment Office has confirmed final scores.

4.10 Candidates who receive a passing score on a Task may not repeat the Task.

4.11 Candidates who receive a 0, 1, or 2 score on a Task may repeat the Task in order to try to achieve a passing score. If a candidate has not passed after the 3rd attempt, s/he is required to meet with the University program coordinator (SSCP or MS) before being able to advance in the program and to attempt the Task further.

4.11.1 Candidates who need to repeat a failed Task (score of 1, or 2) must enroll in a task-specific “CalTPA Resubmission Course” during the term following the failed Task in order to complete the credential program. Candidates must enroll a minimum of 3 days prior to the class session to receive one on one feedback during the resubmission course. Candidates who did not submit a Task must enroll in the “CalTPA Non-Submission Task 1, 2, 3, & 4” course.

4.11.1.1 Single Subject candidates who fail the Task and do not earn a minimally qualifying grade in the course linked with the Task will submit the CalTPA when they re-enroll in the appropriate class. (Candidates who fail a class twice are disqualified from the program.)

4.11.1.2 Multiple Subject program candidates who earn a D or an F may not repeat the course and its linked CalTPA because they are disqualified from the program.

5.0 Candidate Appeal Process

5.1 The University Grade Appeal process and Incomplete Grade process are not open to a grievance since the CalTPA does not contribute toward a course grade.

6.0 Miscellaneous

6.1 There is no expiration date for Cal TPA scores per decision of Implementation Group (6/9/09).

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

6.2 Course equivalence for courses with an associated TPA.

Petitioners for course equivalence must submit a Course Equivalency Request Form and demonstrate equivalence for the content of the class. They must verify that they have completed the embedded Task with a score of 3 or 4 at their former institution; otherwise they will be required to complete the Task through the non-submission Course Task 1, 2, 3, 4. The equivalent course may be no more than 7 years old.

Petitioners must submit transcripts and an official course catalog description from the institution where the course was taken. If possible a course syllabus should be included. An explanation of the course may also be included.

In addition, petitioners must submit a letter from the *Campus TPA Coordinator* from the campus where the Task was completed which indicates petitioner's name, address, social security number/student identification number and TPA data (Task number, earned scores and date of testing). This letter must be on school letterhead and be submitted in a sealed envelope. Petitioner must have a passing score (3 or 4) on the Task in question in order for CSULB to consider the petition.

6.3 Candidates from PACT schools.

6.3.1 Candidates who transfer to CSULB from a PACT school will need to make up missed Tasks associated with the classes that transfer into the CSULB program.

6.3.2 Candidates from PACT schools who are only doing a student teaching courtesy placement will need to complete Task 4 with us. It will be their responsibility to work with their home institution to ensure that Task 4 meets PACT requirements.

6.4 CSULB candidates approved for a courtesy student teaching placement.

Students approved to complete a courtesy student teaching placement will need to work with their program and the courtesy institution to determine how they will complete their TPA tasks.

Student teaching via a Courtesy Placement is more complicated with the implementation of the CalTPA Task 3 and 4 as required components of student teaching. Those candidates wishing to do courtesy placements for student teaching must complete CalTPA Tasks 3 and 4 during the student teaching semester. They will be required to meet with their Program Coordinator prior to attending their host campus so that they have an agreed upon plan for completing the Tasks during the student teaching semester. Candidates should realize that they will not receive the same level of coaching on the courtesy placement campus as they would receive at CSULB. Candidates will be required to sign a statement indicating their understanding of these conditions. It is the candidate's responsibility to complete tasks 3 and 4 through the CSULB CED approved submission process. Candidates are reminded that they will not be eligible for a credential until

California State University, Long Beach
Teaching Performance Assessment
Policy and Procedural Guidelines

passing scores for all Tasks are recorded at CSULB. (Courtesy placements are arranged infrequently, only for compelling reasons, and only if an appropriate host institution is able to work with the program. Candidates are reminded to confer with their program coordinator for policy associated with the possibility of doing a courtesy placement, as they are not guaranteed.)

- 6.5 Candidates may request that their TPA scores be released to a school district. Requests must be in writing.