

NKU TEACHER CANDIDATE DISPOSITIONS REVIEW PROCESS ***(Evaluated during Field and/or Clinical Experiences)***

Introduction

As Teacher Candidates proceed through their programs, it is important to monitor, guide, and support their growth in dispositions and professional behaviors associated with effective teaching. Toward this end, the Teacher Candidates' dispositions and professional behaviors are reviewed during each field and clinical placement by their PK-12 Clinical Educators and University Clinical Educators, and may also be evaluated in their coursework by their Course Instructors.

Monitoring Process

1. The University Clinical Educator for Professional Semester Field Experience I, II (and III for candidates pursuing a 2nd major in Special Education) will review the **Professional Behaviors Midpoint Checklist**. The University Clinical Educator for Admissions Field Experience or Clinical Experience will review the **Professional Behaviors Midpoint Checklist** for the 1st and 2nd placements and **Final Dispositions Evaluation** for 1st placement (all programs except for Secondary). The University Clinical Educator will provide recognition of satisfactory progress to Teacher Candidates during seminars. A summary of each program Teacher Candidates' **Professional Behaviors Midpoint Checklist** will be available on the K-Drive **one week after the deadline provided to the PK-12 Clinical Educators**.

*Note: Any Course Instructor can complete the **Professional Behaviors and Dispositions form** (available in K-drive), if he/she observes questionable or negative behaviors or dispositions in courses. Instructors of Field Experience courses will follow the evaluation process described in this document, using the dispositions forms in Foliotek.*

2. If any Teacher Candidate receives a negative rating, the University Clinical Educator or the Course Instructor will **schedule a meeting within three days after the posting of information in the K-drive** to assess the issue(s) and develop an **Improvement Plan** with the Teacher Candidate's input.
3. The University Clinical Educator will alert the program faculty facilitator, the Admissions Field Experience Course Instructor, or the Director of Educational Placements and Internships if the Teacher Candidate has not addressed the concern stated on the **Improvement Plan** by the agreed upon timeline. At this point, the University Clinical Educator and the appropriate program faculty, the Director of the Admissions Program, or the Director of Educational Placements and Internships will discuss what action ought to be taken and whether the Teacher Candidate should be allowed to proceed in the current course/placement or to the next placement/course.
4. The University Clinical Educator will communicate the decision reached by the appropriate program team to the Teacher Candidate after the conclusion of the program team meeting (i.e., Step 3 above). The **Improvement Plan** will be sent to the appropriate supervisory person:
 - The Director of Admissions Program, if generated by University Clinical Educators in Admissions Field Experience. The Director of Admissions Program will then send the completed form to the Chair of the Department of Teacher Education.
 - Appropriate Program Facilitators, if generated by University Clinical Educators in Professional Semester Field Experience I, II, or III. The Program Facilitator will then send the completed form to the Chair of the Department of Teacher Education.
 - The Director of Educational Placements and Internships, if generated by University Clinical Educators in Clinical Experience. The Director of Educational Placements and Internships will then send the completed form to the Chair of the Department of Teacher Education.

The Chair of the Department of Teacher Education will keep all completed forms in a private file on the K-drive.

NKU TEACHER CANDIDATE IMPROVEMENT PLAN

Teacher Candidate Name: _____ Date: _____

To continue to progress toward receiving your teaching license in _____ program, you are required to demonstrate the following dispositions and professional behaviors expected of newly-hired, first-year professional educators. Based on evaluations from Clinical Educators and/or Course Instructor(s), the following attributes have been noted as area(s) needing improvement.

A. Professional Behaviors expected in Field Experience placement or Coursework:

- Display positive attitude
- Take initiative
- Demonstrate enthusiasm for the work of teaching and learning

- Show respect for classmates, colleagues, instructors, families, and communities
- Maintain confidentiality
- Demonstrate flexibility
- Maintain professional boundaries
- Build rapport with PK-12 students, classmates, and instructors

- Demonstrate punctuality in all professional responsibilities including coursework

- Dress professionally
- Other _____

B. Professional Dispositions expected in Field Experience placement or Coursework:

- Recognize individual PK-12 student's strengths-and then builds on those strengths to enhance the learning of all students
- Foster each PK-12 student's deeper understanding of the content through relevant learning experiences
- Self-analyze and persevere to improve instructional practices
- Respond positively to circumstances that challenge his/her own frame of reference (e.g., culture, gender, language, abilities, ways of knowing)
- Collaborate with colleagues, classmates, families, and professionals (e.g., teachers, community members) to promote PK-12 student learning
- Other _____

To be considered for continuation in the program, the Teacher Candidate will provide evidence for meeting the conditions outlined in the action steps and timelines below. The determination of whether these conditions have been met as well as the next steps will be decided by the program faculty and

Department Chair. Depending on the decision of the program faculty and chair, the following actions can be taken:

- a. Continuation in the program
- b. Complete additional action steps
- c. Removal from the (insert name of course) course for the remainder of the semester and will result in a grade of “F”
- d. Suspension from the (insert name of program) program for one or more semester
- e. Dismissal from the education program.

<i>Action steps</i>	<i>Timeline (Completion Due Date)</i>

I understand and agree to the above conditions (i.e., action steps and timeline for completion). I understand that I can appeal this plan *prior* to signing the agreement/plan. I also understand the program’s retention policy and am clear that there are certain behaviors that, if violated, can supersede this agreement and may result in immediate removal from the program (e.g., ethics violations).

_____ _____
Date *Teacher Candidate Signature*

_____ _____
Date *University Instructor/Clinical Educator Signature*

_____ _____
Date *Director of Admissions Program Signature (if applicable)*

_____ _____
Date *Director of Educational Placements and Internships Signature (if applicable)*

_____ _____
Date *Program Facilitator Signature (if applicable)*

_____ _____
Date *Department Chair Signature (if applicable)*