

# Division of Education—Indiana University Kokomo

## Summative Portfolio Evaluation

Early Childhood Education - Elementary Education: Benchmark 6

Secondary Education: Benchmark 5

*Academic Year 2007-2008*

### Assessment Committee Members

- Division of Education Faculty and Classroom Teachers

### Review Requirements

- **Submission and Review Schedule:** See attached calendar.
- **Submission Format:** The portfolio may be submitted in paper (binder) or electronic (CD or flash drive) format.
- **Organization and Structure:** The portfolio should be organized in the same manner as the 7 Metastandards (i.e., in order from Metastandard #1 - 7, Basic – Exemplary) with each artifact clearly labeled by Metastandard and level of proficiency.
- **Artifacts/Evidence:** A minimum of 3 artifacts for each of the 7 Metastandards must be included.
- **Level of Proficiency or Expectation:** At least 1 of the artifacts for each of the 7 Metastandards must demonstrate Mastery-level proficiency or higher.
- **Reflective Statement:** A reflective statement must be completed for each of the 7 Metastandards. Each reflective statement must address the following three components (which should serve as subheadings for the reflective statement):
  - **Evidence:** What artifacts are included in your portfolio which demonstrates you have met this level of proficiency or expectation? [Introduce the evidence; provide a context for the artifacts you have selected for inclusion]
  - **Rationale:** How do the artifacts you selected demonstrate your knowledge, skills, and dispositions relative to the Metastandard for which you have assigned them?
  - **Professional Growth:** How has your understanding of the topic/area addressed by this Metastandard changed or evolved over time, and how do the artifacts you have included demonstrate this professional growth?
- **Alignment with Rubric:** Be sure to address in your reflective statement each of the specific expectations outlined in the Metastandards rubric for that level of proficiency. In addition, be sure to address in your statement/discussion the components listed for each respective Metastandard.