

Appendix K: Teacher Intern Portfolio Checklist

Teacher Intern:

Grade Level:

School:

District:

Subjects (secondary candidates only):

University Supervisor:

Mentor Teacher:

Designated Administrator:

Item	Assignment	Requirement	Check
1	Teacher Intern Portfolio Checklist	CEC	
2	Collaborative Planning (log and commentary)	CEC	
3	450 instructional hours - log	PESB	
4	edTPA – Task 1 & a Hard Copy	PESB	
5	edTPA – Task 2 [no video clips] & a Hard Copy	PESB	
6	edTPA – Task 3 & a Hard Copy	PESB	
7	Phase I Evaluation	CEC	
8	Phase 2 Midterm Evaluation	CEC	
9	Dispositions Rubric	CEC	
10	Final Evaluation	CEC	
11	Professional Growth Plan	PESB	
12	Copies of Observation Forms	CEC	
13	Responsibilities Checklists: Teacher Intern, Mentor Teacher, University Supervisor	CEC	
14	Video consent forms 1. Guidelines for candidate use 2. Student permission slips	PESB	
USB Drive	Make sure that all of your documents are in the correct order. Scan them onto the USB Drive. Bring the drive to your meeting with the Field Director.	CEC for PESB and CEC access	

PESB = Professional Education Standards Board/OSPI requirement

CEC=College of Education & Counseling requirement

Required Signatures:

Teacher _____ Intern _____

Date: _____

Date: _____

Field Director: _____ Date: _____

(All e-folio documents included, and all are accessible.)