

**University of Illinois at Urbana-Champaign  
Council on Teacher Education  
CTE Common Professional Portfolio Scoring Rubric –Administrative Certification – Superintendent Endorsement**

Candidate: \_\_\_\_\_

Type of Portfolio: \_\_\_\_\_Electronic \_\_\_\_\_ Paper

Candidates must complete the CTE Common Professional Portfolio requirements and meet expectations in all areas and successfully meet all program specific portfolio requirements before being recommended for certification.

| <b>I. Philosophy Statement</b>  |      |      |    |
|---|------|------|----|
| <i>Rating Scale: EEXP=Exceeds Expectations, MEXP=Meets Expectations, NM=Not Met</i>   |      |      |    |
| <i>Candidates must meet the following criteria in order to earn a rating of <b>meets expectations</b> to be recommended for certification.</i>  |      |      |    |
| <b>Meets Expectations</b>   |      |      |    |
| <i>The Philosophy statement written by the candidate includes belief statements of his/her</i>  |      |      |    |
| <ul style="list-style-type: none"> <li>• <i>role as a public school district administrator and,</i></li> <li>• <i>view of public school district leadership in the context of the UIUC Conceptual Framework.</i></li> </ul> |      |      |    |
|   | EEXP | MEXP | NM |
| The candidate's philosophy statement  |      |      |    |
| Comments:   |      |      |    |
|   |      |      |    |

**II. Artifacts and Reflective Statements Related to Meeting the Standards**

Rating Scale: *EExp* = Exceeds Expectations, *MExp* =Meets Expectations, *NM*= Not Met

Candidates must meet the following criteria in order to earn a rating of **meets expectations**.

Note: If one artifact is used to document more than one standard, a separate reflective statement must be included for each standard.

**Meets Expectations**

The artifact(s) selected is an

- accurate representation of the standard,
- excellent model of their product type, that is, content is based on research and good practice, matched to P-12 educational program needs, and fits leadership expectations..

The candidate

- clearly identifies the standard(s) the artifact is addressing,
- prepares a reflective statement for each artifact(if one artifact is used to document more than one standard, a separate reflective statement must be written for each standard) that includes
  - why the artifact was chosen,
  - how the artifact meets a particular standard and,
  - what the artifact demonstrates about the candidate’s development as a school district leader.

| Illinois Professional School Leader Standards                            | Artifact I |      |    | Reflective Statement I |      |    | Artifact II |      |    | Reflective Statement II |      |    |
|--|------------|------|----|------------------------|------|----|-------------|------|----|-------------------------|------|----|
|  | EEXP       | MEXP | NM | EEXP                   | MEXP | NM | EEXP        | MEXP | NM | EEXP                    | MEXP | NM |
| STANDARD 1 – Facilitating a Vision of Learning                           |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 2 – School Culture and Instructional Program                    |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 3 – Management  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 4 – Collaboration with Families and Communities                 |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 5 – Acting with Integrity, Fairness, and in an Ethical Manner   |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 6 – The Political, Social, Economic, Legal and Cultural Context |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |

**III. Artifacts and Reflective Statements Related to Meeting the Standards**

Rating Scale: EExp = Exceeds Expectations, MExp =Meets Expectations, NM= Not Met

Candidates must meet the following criteria in order to earn a rating of **meets expectations**.

Note. If one artifact is used to document more than one standard, a separate reflective statement must be included for each standard.

**Meets Expectations**

The artifact(s) selected is an

- accurate representation of the standard,
- excellent model of their product type, that is, content is based on research and good practice, matched to educational program needs, and fits leadership expectations...

The candidate

- clearly identifies the standard(s) the artifact is addressing,
- prepares a reflective statement for each artifact(if one artifact is used to document more than one standard, a separate reflective statement must be written for each standard) that includes
  - why the artifact was chosen,
  - how the artifact meets a particular standard and,
  - what the artifact demonstrates about the candidate’s development as a school district leader.

| Content Area Standards for Superintendents                           | Artifact I |      |    | Reflective Statement I |      |    | Artifact II |      |    | Reflective Statement II |      |    |
|--|------------|------|----|------------------------|------|----|-------------|------|----|-------------------------|------|----|
|  | EEXP       | MEXP | NM | EEXP                   | MEXP | NM | EEXP        | MEXP | NM | EEXP                    | MEXP | NM |
| STANDARD 1 – Facilitating a Vision of Educational Excellence         |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 2 – Learning Environment and Instructional Program          |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 3– Management   |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 4 – Collaboration with Families and Communities             |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |
| STANDARD 5 – Knowledge of Laws, Regulations, and Professional Ethics |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:  |            |      |    |                        |      |    |             |      |    |                         |      |    |

**IV. Impact on Student Learning**

Rating Scale: *EExp = Exceeds Expectations, MExp =Meets Expectations, NM= Not Met*

Candidates must meet the following criteria in order to earn a rating of **meets expectations**.

**Meets Expectations**

The artifact(s) selected is an

- *accurate representation that clearly illustrates growth in P-12 school district leadership,, excellent model of their product type, that is, content is based on research and good practice, matched to P-12 educational program needs, and fits district leadership expectations.*
- *Prepares a reflective statement that includes*
  - *why the artifact was chosen,*
  - *how the artifact makes an impact on P-12 learning and,*
  - *what the artifact demonstrates about the candidate’s development as a school district leader.*

| Impact on P-12 Student Learning and Educational Program             | Artifact I |      |    | Reflective Statement I |      |    | Artifact II |      |    | Reflective Statement II |      |    |
|---|------------|------|----|------------------------|------|----|-------------|------|----|-------------------------|------|----|
|   | EEXP       | MEXP | NM | EEXP                   | MEXP | NM | EEXP        | MEXP | NM | EEXP                    | MEXP | NM |
| Candidate’s impact on P-12 Student Learning and Educational Program |            |      |    |                        |      |    |             |      |    |                         |      |    |
| Comments:   |            |      |    |                        |      |    |             |      |    |                         |      |    |

**V. Summary Portfolio Rating**

***Indicate one summary rating for the entire portfolio. All standards must be met in order to earn a rating of meets or exceeds expectations.***

**Exceeds Expectations**

**Meets Expectations**

**Expectations Not Met**

\_\_\_\_\_  
Clinical Experiences Program Coordinator Signature

\_\_\_\_\_  
Date