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| **City University of Seattle**  **Leadership in Education – Portfolio Review**  **Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  The template here is a guide for your presentation. The 1-4 assessment is based on the typical  1 = below standard, 2 = approaching standard, 3 = at standard, 4 = exceeds standard | | | |
| **Dimension to be Assessed** | **Self-Assess**  **1-4** | **Faculty**  **1-4** | **Comments** |
| 1. **Growth Plan** “looks for”: Clearly developed plan with timelines, resources, strategies etc.  (5 minutes)  1.1 – Using key words to set goals (increase, decrease, improve, maintain) when developing the goal statement – e.g., Increase my collaboration skills by working with others to achieve this goal.  1.2 – LPI results (or a similar instrument that shows growth overtime in relation to leadership skills analysis). LPI is the instrument that Kouzes and Posner developed for analyzing strengths & weaknesses relevant to leadership potential.  1.3 – Commitments – evidence regarding action that you are taking to help students succeed or to help colleagues to work together toward common goals. |  |  |  |
| 2**. Vision/ Mission & Platform** “looks for”:  (5 minutes)  2.1 – Vision Statement  2.1.1 Professional  2.1.2 Personal  2. 2 – Mission Statements  2.2.1 Professional  2.2.2 Personal  2. 3 – Platform for Action |  |  |  |
| 3. **Research/thesis** “looks for”:  (5 minutes)  3.1 – Statement of the Problem  3.2 – Purpose of the Research  3.3 – Organization of the Study  3.4 – Review of Literature  3.5 – Methods & Procedures  3.6 – Findings (Results)  3.7 – Synthesis—conclusions, implications, recommendations  (As much as these areas have been developed.) |  |  |  |
|  | **Self-Assess 1-4** | **Faculty 1-4** | **Comments:** |
| 4. **Internship and internship projects**  “Looks for”  4.1 – Projects undertaken during three internships  4.2 – Benefits to the school community  4.3 – Application and demonstration of leadership  4.4 – What was learned in the internships |  |  |  |
| 5. **Definition/Reflections – Leadership applications** “Looks for”:  (5 minutes)  5.1 – Quoting leaders (3 or more prominent leaders who are meaningful to you, e.g., Greenleaf, Sergiovanni, Mandela, Gardner, Fullan, Senge, etc.)  5.2 – Own definition of leadership (concept of team should be emphasized). Consider the BCPVPA Leadership Standards in your definition or how your definition might relate to the BCPVPA standards |  |  |  |
| 6. **Reflections on Communications & Counselling** “Looks for”:  (5 minutes)  6.1 – Deep thinking & listening  6.2 – Empathy  6.3 – Leading others to come up with solutions to problems  6.4 – Counselling skills  6.5 – The ethics issue is emphasized. |  |  |  |
| 7. **Reflections on Supervision & Instructional Leadership** “Looks for”:  (5 minutes)  7.1 – Ability to motivate others  7.2 – Honest feedback  7.3 – Showing commitment to help others to improve using specific outcomes & timelines  7.4 – Lesson analysis  7.5 – Lesson planning  7.6 – Coaching for ongoing improvement  7.7 – accountability  7.8 – Balanced Assessment – for & of learning |  |  |  |
|  | **Self-assess**  **1-4** | **Faculty 1-4** | **Comments:** |
| 8. **Use of Innovations & Technology** “looks for”:  (5 minutes)  8.1 – Use of technology on regular basis e.g. email, web, internet, research, power point  8.2 – Use of technology tools  8.3 – Creativity in the use of technology |  |  |  |
| 9. **Reflections on Readings/Fourfolds** “looks for”:  (5 minutes)  9.1 – At least one reading or fourfold per course other than internships, practicum, field experience, research project is included in the portfolio |  |  |  |
| 10. **Reflections on Curriculum** “looks for”:  (5 minutes)  10.1 – Knowledge of curriculum development models  10.2 – Knowledge of program evaluation  10.3 – Ongoing improvement planning & implementation of specified curricula  10.4 – Assessment tools & strategies  10.5 – Program evaluation & revision – Knowledge & skills evidence of both areas. |  |  |  |
| 11. **Presentation Quality** “looks for”:  (45-50 minutes, including Q + A)  11.1 – Summary  11.2 – Clarity |  |  |  |
| **Additional comments/feedback**: | | | |