

Pacific Oaks College, School of Education
Teaching Performance Assessment (TPA) Policy and Procedures

1. TPA Background

- a. Effective July 1, 2008, state law ([SB 2042](#); [SB 1209](#)) and Education Code ([44320.2](#)) mandate that teacher preparation programs implement a teaching performance assessment, in addition to all other program and state requirements. The Preliminary Multiple Subject credential program has adopted the California Teaching Performance Assessment (CalTPA), administered through Taskstream, as its teaching performance assessment.
- b. Tasks are submitted by the candidate through Taskstream pursuant to guidelines established by the Credentials Office. The Tasks are distributed to Assessors who have been calibrated through state-developed training sessions. Each Task is blind-scored on a 4-point scale. Scores of 3 and 4 are considered passing. Please see section 6 for scoring scenarios.
- c. All candidates admitted to the Multiple Subject or Single Subject credential programs on or after July 1, 2008 are required to successfully pass all four Tasks associated with the CalTPA in order to be recommended for a credential.
- d. All candidates admitted to a credential program prior to July 1, 2008 who must reapply for program admission will be required to complete and pass the CalTPA upon their readmission into the program on or after July 1, 2008.
- e. Similar to the CBEST, CSET or RICA, the CalTPA is a state-mandated assessment.

2. Administering and Submitting the CalTPA

- a. Although the CalTPA Tasks are linked to courses, they are completed and submitted outside the structure of the course and they do not contribute to the course grade. College [Incomplete and Grade Appeal](#) policies do not apply to the CalTPA.
- b. The four CalTPA Tasks are aligned with program courses for administrative purposes:
CalTPA Task 1: ED 331/ED 531
CalTPA Task 2: ED 362/ED 560
CalTPA Task 3: ED 378/ED 578
CalTPA Task 4: ED 379/ED 579
- c. In courses linked to a CalTPA Task, instructors will provide a general introduction to the Task(s) and distribute information from the Credentials Office regarding how and when candidates submit the Task(s).
- d. It is critical that candidates submit Tasks by the deadline stipulated by the Credentials Office. Deadlines are a critical component of the teaching profession and failure to submit Tasks in a timely manner will be noted in the student's permanent file.
- e. Candidates must submit CalTPA Tasks via Taskstream. Pacific Oaks College does not allow alternative submission mechanisms.

3. Original Work Statement

Candidates are required to certify that the work they submit is their own and that any work that is not

theirs is appropriately cited according to college policies on academic integrity. A Task without this certification cannot be submitted or scored. For more information on Pacific Oaks' Academic Integrity policy, please refer to the [Academic Catalog](#).

4. Acknowledgement Request

Candidates acknowledge that their CalTPA submissions and scores, with the exception of the video component of TPA Task 4, may be used anonymously for teaching, research, and accreditation purposes. Scores will not be released to outside agencies other than the California Commission on Teacher Credentialing (CTC) without prior consent of individual candidates. If you do not consent to your scores being used for the above purposes, please indicate this writing to credentials@pacificoaks.edu.

5. Confidentiality

CalTPA Task submissions are confidential. Passage of the CalTPA is reported to the CTC as part of the credential recommendation process. Unless written approval has been obtained from the individual candidate, CalTPA submissions will not be released to other persons or institutions. Aggregate scores are used for program evaluation and improvement purposes.

6. Scoring and Reporting the CalTPA

- a. The CalTPA is a high-stakes assessment completed during the credential program, but outside the structure of course curriculum and grades.
- b. Each CalTPA Task is scored by an Assessor who has been calibrated in a state-developed training workshop.
- c. CalTPA Tasks are anonymously submitted and blind-scored. The identity of Assessors and candidates will not be revealed to one another.
- d. Assessors are required to use the state-developed Record of Evidence (ROE) to score a CalTPA Task. The ROE is confidential and cannot be released to or shared with the candidate or external parties.
- e. Faculty or staff who discuss performance on a CalTPA task with a candidate may draw on information in the ROE but cannot share the ROE with the candidate.
- f. 3 is the minimum passing score for each Task.
- g. Tasks scored 3 or 4 on the initial assessment will receive that score as their final score.
- h. Tasks with a failing score of 2 on the initial scoring will automatically be re-scored by a second state-calibrated assessor.
 - Tasks that receive a 3 or 4 on the second assessment will automatically be scored a third time.
 - Tasks that receive an initial score of 2, a score of 3 or 4 on the second assessment, and a failing score on the third assessment will receive a final score of 2. The candidate will need to go through a remediation workshop before they re-submit the Task.
 - Tasks that receive a 2 on the initial assessment and a 2 on the second assessment will receive a final score of 2. This constitutes a failing score and the candidate will need to go through a remediation workshop before they re-submit the Task.

- If a candidate has not passed after three attempts, s/he is required to meet with the Associate Dean before being able to advance in the program and to attempt the Task further.
 - Tasks that receive an initial score of 2, a passing score on the second assessment, and a passing score on the third assessment will receive the lower of the two passing scores.
- i. Scores of 1 will not be scored a second time.
- Candidates who receive an initial score of 1 on a Task will be allowed to re-submit the Task only once they have gone through a remediation workshop.
 - If a candidate has not passed after three attempts, s/he is required to meet with the Associate Dean before being able to advance in the program and to attempt the Task further.
- j. Scores will be made available to candidates only after the Credentials Office has confirmed final scores.
- k. Candidates who receive a passing score on a Task may not repeat the Task.

Select Scoring Scenarios			
First Score	Second Score	Third Score	Final Recorded Score
1	N/A	N/A	1
2	2	N/A	2
2	1	N/A	2
2	3	2	2
2	3	3	3
3	N/A	N/A	3
4	N/A	N/A	4

7. Appeal Policy

College Incomplete and Grade Appeal policies do not apply to the CalTPA since they do not contribute to a course grade. Those not achieving at least a 3 on a Task after three attempts must meet with the Associate Dean of the School of Education. During the meeting the Associate Dean and the candidate will discuss their progress in the program and potential alternatives to completing the program.

8. Miscellaneous

- a. The TPA Oversight Committee has established a five years validity period for TPA scores.
- b. Candidates who wish to have their TPA scores released to a school district or induction program must submit their request in writing to the Credentials Office at credentials@pacificoaks.edu
- c. As stated on page 7-1 of the [CalTPA Candidate Handbook](#), “The Culminating Teaching Experience task requires that you make a video of a twenty-minute segment of a lesson you are teaching to K-12 students. You must have signed permission from the parent/guardian of each K-12 student who will appear in the video, as well as signed permission from any adult, including any K-12 students who are legally adults, who will appear in the video, before these individuals can be included in the video process. Permission must be obtained ahead of time, prior to making the video.” A parental consent form can be found in the Student Teaching Handbook. Start working with your Mentor Teacher early to obtain consent. Any student for which you do not receive consent must be seated outside the scope of the camera.

These policies were developed by the TPA Oversight Committee during academic year 2017-18



- d. Candidates wishing to transfer CalTPAs must verify that they have completed the Task with a score of 3 or 4 at their former institution. Candidates must request a letter on official letterhead from the TPA Coordinator from the institution where the Task was completed which indicates the candidate's name, address, social security number/student identification number and TPA data (Task number, scores earned and date of testing). The letter must be sent from the institution in a sealed envelope to the Credentials Office at the address below. The candidate must have a score of 3 or 4 on the CalTPA Task in question in order for the Pacific Oaks College to consider the petition.

ATTN: Education Credential Analyst
Pacific Oaks College
55 Eureka Street
Pasadena, CA 91103