Dear Parent /Guardian

My name is __________________________ and I am a student teacher with Simpson University participating in Simpson’s teacher credential program. As required by the California commission on Teacher Credentialing all student teachers must participate in performance-based teacher assessments created by ACCTA and Stanford University. In this process, all materials submitted will be scored by trained educators in a secure system overseen by Pearson.

This teacher assessment process requires a sampling and documentation of lessons that I will be teaching during the semester. The assessment requires that I provide evidence of planned lessons, samples of student work, student projects, as well as video clip recordings intended to show my ability to effectively teach the lessons. There will be at least 7 short video clips (2-8 minutes in length) that are required to be submitted during the course of the student teaching term. In the video clips, your son or daughter may be seen along with other students and teachers, but the emphasis of the video will be on my presentation of the lessons taught.

Any of the materials I use for submission will be kept confidential and student’s names and identity will not be used. The video recordings and the student’s work will not be made public, their purpose is for the evaluation by Simpson University and Pearson under their monitored conditions for CalTPA program development, including keeping samples from submitted materials. Thank you for allowing your child’s participation and in this way helping me to further develop my instructional skills in the field of education.

Sincerely,