**UCA Professionalism Reflection[[1]](#footnote-1)\***

**DIRECTIONS:** Complete all prompts unless otherwise instructed. Type your responses directly into this document. Do not use bold text for your responses. You must include a total of 5 artifacts, including at least one from each designated TESS component. Refer to the handbook for specific information regarding submission.

**1. RECORD KEEPING SYSTEM: Please share your system or your mentor’s system for recording, analyzing, and interpreting student assessment results (both formative and summative).** *(TESS – 4b)*

**2. FEEDBACK TO STUDENTS & FAMILIES: How do you or your mentor provide feedback on assessments to students? Describe any systems used by you or your mentor to provide information to students and families about the instructional program and student progress.** *(TESS – 4b, 4c)*

**3. STUDENT INVOLVEMENT IN RECORDS AND COMMUNICATION: What role do your students have in maintaining their own records of learning? How do your students determine their learning status from these records? How do your students participate in communications/conversations with their families and with you, i.e., student- led conferences, notes home, weekly newsletter, email, etc.?**  *(TESS – 4b)*

**4. COMMUNICATION WITH FAMILIES: What methods do you, your mentor, and/or your school use to encourage family involvement and address their concerns? How do they respond to communication? *(****TESS – 4c****)***

**5. PROFESSIONAL COMMUNITY: How have you become involved in the professional community at your school? What influence has your professional learning experience had on your instruction this year? Describe some specific examples of change resulting from participation (including volunteering) in a professional community.** *(TESS – 4d)*

**6. PROFESSIONAL GROWTH: What progress have you made in growing as a professional this semester, including knowledge of content and pedagogical skill? How have you made use of feedback from colleagues to enhance your growth? (***TESS— 4e***)**

**7. SHOWING PROFESSIONALISM: How have you taken an active role in serving students’ needs and in ensuring all students receive a fair opportunity to succeed? (***TESS—4f***)**

1. \* Adapted from <http://www.arkansased.org/divisions/human-resources-educator-effectiveness-and-licensure/office-of-educator-effectiveness/teacher-evaluation-system/tess-evaluation-forms> [↑](#footnote-ref-1)