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**Supervisor Certification Pilot 2017-2018**

**Letter of Commitment**

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| Supervisor Name: |  |
| Supervisor Role (select one): | Program Supervisor Supervising Practitioner |
| Sponsoring Organization Name: |  |

Massachusetts has set forth an ambitious goal: *By 2022, candidates prepared by Massachusetts’ preparation providers will enter classrooms and demonstrate results on par with peers in their third year of teaching.* While recognizing the developmental nature of the profession, ESE believes preparation can and should prepare educators to be ready to make impact on day one.

Through the Elevate Preparation: Impact Children (EPIC) Initiative, ESE seeks to deepen and extend the quality of field-based experiences for teacher candidates. In support of this goal, ESE is piloting a certification mechanism that can be used to assess the ability of supervisors to provide high-quality feedback and support to teacher candidates. ESE has identified PAL Task 3, one of the four components of the Performance Assessment for Leaders (PAL), to pilot as the certification mechanism for CAP supervisors.

To complete PAL Task 3, participating supervisors will conduct and document the observation and feedback process with one teacher candidate, including planning for and facilitating a pre-observation meeting, conducting at least two classroom observations using the CAP observation form and rubric, and planning for, facilitating, and reflecting on a post-observation meeting.

By participating in the pilot and submitting the certification task, supervisors will receive a $500 stipend and a payment voucher for the task (value of $107).

**By signing this letter, I commit to participating in all activities required to complete the Supervisor Certification.**

These activities include:

* Participation in an ESE webinar training on the Supervisor Certification mechanism
* Completion of task components and submission of required artifacts as described in the PAL Task 3 Handbook by the deadline set by the Sponsoring Organization (no later than April 26, 2018).
* Participation in an ESE focus group and survey in order to share feedback on the experience.

**Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**