

PERFORMANCE ASSESSMENT *for* LEADERS

2019–20 Candidate Assessment Handbook Updates

The PAL Candidate Assessment Handbook for the 2019–20 program year has been updated with changes to improve clarity and guidance based on input from program stakeholders, including candidates, program provider faculty, scorers, and the Massachusetts Department of Elementary and Secondary Education.

This table contains a summary of the significant changes from the previous handbook.

Handbook Section	Location of Change	Description of Change
Introduction	Table of Contents	Updated to reflect pagination changes
	Requirements for Principal Licensure Candidates	Updated table for 2019-20
	Administrative Review	Revised last sentence in first paragraph to: “Failure to submit original work will result in, at a minimum, voiding your submission but may also include a waiting period before being able to submit additional tasks, or a letter of reprimand in your ELAR file and other potential licensure consequences. ”
Task 3	Candidate Confidentiality Guidelines for Video Recording	In Storage and Use of Video Recordings, revised the two bullets under “You may NOT” to clarify the requirement that videos should never be posted. <ul style="list-style-type: none"> • Display the video publicly (i.e., personal websites, YouTube, Facebook). • Post video recordings in any location other than the Pearson ePortfolio system.
	Documents by Category	For reference, added a list of examples of relevant student and teacher information and artifacts related to the lesson that were not included in Category #2. This is the same list that

PERFORMANCE ASSESSMENT *for* LEADERS

Handbook Section	Location of Change	Description of Change
		<p>appears in the PAL Task 3 Evidence Chart, Part G.</p> <p>Protocol and Rubric</p> <p>Lesson Plan and Work Samples</p> <p>Student and Teacher Information</p>
Task 4	What Do School Leaders Need to Think about When Promoting Family Engagement and Community Involvement?	<p>Revised the first sentence to reference the priority area.</p> <p>“In Task 4, school leadership candidates develop a plan and implement one of the strategies described in it to improve the priority area through family engagement and community involvement.”</p>
		<p>Inserted a new paragraph following the first paragraph to provide an example of the connection between students’ social emotional needs and impact on academic achievement.</p>
		<p>Revised text in the third and fourth paragraphs to provide additional clarification of task requirements relative to the priority area.</p>
	What Do You Need to Do to Complete This Task?	<p>In the first bullet, removed “learning in” from “needs that impact the priority area.”</p>
	What Do You Need to Consider to Complete This Task?	<p>In the third bullet, removed “student learning in” from “that impact the priority area” and “used to support the priority area.”</p>
	The Components of the Task	<p>Revised text in the third and fourth steps to include the working group.</p> <p>“Assess existing family and community involvement with the working group”</p>

PERFORMANCE ASSESSMENT *for* LEADERS

Handbook Section	Location of Change	Description of Change
		“Create a plan with the working group ”
	How Will the Evidence of Your Leadership Practice be Assessed	Added the numeric score range that corresponds with each performance level.
	Component 1: Investigate	Revised first and second paragraphs to clarify the sequence of forming the group and then collaboratively selecting a priority area.
	Artifacts, Documents, and Commentary	In the Artifacts section, inserted a text box to emphasize use of the active voice when describing steps in the planning and implementation process.
Submission Requirements and Condition Codes	Condition Codes	<p>Revisions to the General Reason for Condition Code chart and descriptions that follow the chart.</p> <p>B—Expanded description to provide further clarification of the priority area “...related to student academic performance or for Task 4 to the health, emotional, and/or social needs that impact learning.”</p> <p>C —Added to the fourth bullet “...or incomplete”</p>