



# SCORING RUBRIC for ADE CTE Approved Professional Development for CTE Certification Application

Date: \_\_\_\_\_

CTED/District/Postsecondary Institution/Professional Organization: \_\_\_\_\_

Professional Development Title: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_

**When evaluating question 1, please refer to Section 2 on the application.**

1. Do the checked boxes on the application contain detailed explanation for professional development support the CTE certification requirements in one or more of the following areas: principles/philosophy, instructional teaching methods of teaching, use of instructional technology, curriculum design/development including best practices, progress reporting, learning environment including classroom management, and/or contain consideration for exceptional students?

NEEDS IMPROVEMENT	DEVELOPING	PROFICIENT	EXEMPLARY	
<ul style="list-style-type: none"> <li>• Certification requirement(s) and/or description(s) are missing.</li> </ul>	<ul style="list-style-type: none"> <li>• Certification requirement(s) is/are selected.</li> <li>• Description(s) does not explain how the professional development supports the CTE certification requirement(s) selected.</li> </ul>	<ul style="list-style-type: none"> <li>• Certification requirement(s) is/are selected.</li> <li>• Description(s) explains/explain how the professional development supports the CTE certification requirement(s) selected.</li> </ul>	<ul style="list-style-type: none"> <li>• Certification requirement(s) is/are selected.</li> <li>• Description(s) thoroughly explains/explain how the professional development supports the CTE certification requirement(s) selected.</li> </ul>	
Comment:				

1

2

3

4

SCORE

ADE CTE SUBMISSION DATE: \_\_\_\_\_

ENTITY: \_\_\_\_\_

PD TITLE: \_\_\_\_\_

**When evaluating questions 2-3, please refer to section 3 on the application.**

**2. Does the application include a **syllabus**? Does the application provide **research** supporting the rigor needed to substantiate the professional development as equivalent to post-secondary institution coursework for CTE certification?**

<p><b>NEEDS IMPROVEMENT</b></p> <ul style="list-style-type: none"> <li>Syllabus and/or research is not included.</li> </ul>	<p><b>DEVELOPING</b></p> <ul style="list-style-type: none"> <li>Syllabus or research is not included.</li> <li>Syllabus outline or research is not detailed.</li> </ul>	<p><b>PROFICIENT</b></p> <ul style="list-style-type: none"> <li>Syllabus and research are included.</li> <li>Research supports the rigor of Postsecondary Institution coursework.</li> </ul>	<p><b>EXEMPLARY</b></p> <ul style="list-style-type: none"> <li>Syllabus and research are included.</li> <li>Both syllabus and research thoroughly support the rigor of Postsecondary Institution coursework.</li> </ul>	
<p>Comment:</p>				
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>SCORE</b>

**3. Does the application provide examples of **projects, products, and assignments** that support the **expected outcomes/objectives** of this professional development to meet continuing education requirements for CTE certification?**

<p><b>NEEDS IMPROVEMENT</b></p> <ul style="list-style-type: none"> <li>Outcomes/objectives are not included and/or projects, products, and/or assignments are not included.</li> </ul>	<p><b>DEVELOPING</b></p> <ul style="list-style-type: none"> <li>Outcomes/objectives are included.</li> <li>Examples of projects, products, and/or assignments do not support the outcomes/objectives.</li> </ul>	<p><b>PROFICIENT</b></p> <ul style="list-style-type: none"> <li>Expected outcomes/objective are stated clearly.</li> <li>Projects, products, and assignments support the outcomes/objectives.</li> </ul>	<p><b>EXEMPLARY</b></p> <ul style="list-style-type: none"> <li>Expected outcomes/objective are stated clearly.</li> <li>Projects, products, and assignments thoroughly support the outcomes/objectives.</li> </ul>	
<p>Comment:</p>				
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>SCORE</b>

ADE CTE SUBMISSION DATE: \_\_\_\_\_  
 ENTITY: \_\_\_\_\_  
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**When evaluating question 4, please refer to Section 4 on the application.**

4. Does the application provide an example of an **evaluation tool** that **measures** the outcomes/objectives of this professional development to become eligible for CTE Certification?

<b>NEEDS IMPROVEMENT</b> <ul style="list-style-type: none"> <li>Evaluation tool is not included.</li> </ul>	<b>DEVELOPING</b> <ul style="list-style-type: none"> <li>Evaluation tool is included.</li> <li>Evaluation tool does not measure the outcomes/objectives of the professional development adequately.</li> </ul>	<b>PROFICIENT</b> <ul style="list-style-type: none"> <li>Evaluation tool is included.</li> <li>Evaluation tool adequately measures the outcomes/objectives of the professional development.</li> </ul>	<b>EXEMPLARY</b> <ul style="list-style-type: none"> <li>Evaluation tool is included.</li> <li>Evaluation tool thoroughly measures the outcomes/objectives of the professional development.</li> </ul>	
Comment:				
1	2	3	4	<b>SCORE</b>

Number of clock hours for Professional Development: \_\_\_\_\_

To be completed by ADE CTE Certification Evaluation Committee:

**TOTAL  
SCORE**

- This professional development meets the continuing education requirements for CTE certification credit obtained through verified ADE approved professional development offered by the applicant.
- This professional development does not meet the continued education requirement for CTE certification credit.

ADE/CTE SUBMISSION DATE: \_\_\_\_\_  
 ENTITY: \_\_\_\_\_  
 PD TITLE: \_\_\_\_\_