Agriculture

ePortfolio Guide

Missouri State University

Missouri State Portfolio Guide

MoSPE & Conceptual Framework Standards

QUALITY INDICATORS	PERFORMANCE INDICATORS
MoSPE 1: Content Knowledge Aligned with Appropriate Instruction.	1.1 Demonstrates basic content knowledge as well as academic language of disciplines.
The teacher understands the central concepts, structures and tools of inquiry of the discipline(s) and creates learning experiences that make	1.2 Demonstrates an awareness of teaching methodologies used to engage students in subject matter.
aspects of subject matter meaningful and engaging for students.	1.3 Utilizes disciplinary methods of inquiry and research.
CONCEPTUAL FRAMEWORK 1. Foundations and Content Integration	1.4 Demonstrates an understanding of what constitutes an interdisciplinary lesson.
Subject Matter Knowledge	1.5 Demonstrates an understanding of cultural diversity and the potential for bias in teaching.
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MoSPE 2: Student, Learning Growth and Development.	2.1 Demonstrates a basic knowledge of principles of child/adolescent development.
The teacher understands how students learn, develop, and differ in their approaches to learning. The teacher provides learning opportunities that are adapted to diverse	2.2 Demonstrates the ability to set short and long-term goals, organize, implement, and selfreflect.
learners and that support the intellectual, social, and personal development of all students.	2.3 Demonstrates a basic knowledge of theories of learning.
	2.4 Demonstrates an understanding that students differ in their approaches to learning.
CONCEPTUAL FRAMEWORK 3. Learning and Development	2.5 Explains how students' prior experiences,
9. Diversity	multiple intelligences, strengths, and needs to positively impact learning.
	2.6 Explains how instruction is connected to students' prior experiences, family, culture, and community.

MoSPE 3: Curriculum Implementation.	3.1 Demonstrates an understanding of curriculum, instructional alignment, and national and state standards.
The teacher recognizes the importance of long range planning and curriculum development. The teacher develops, implements, and evaluates curriculum based upon student, district and state standards data.	3.2 Demonstrates an understanding of the importance of using appropriate strategies, materials, and technology based on the needs of diverse learners
CONCEPTUAL FRAMEWORK 6. Professional Skills	3.3 Demonstrates an understanding of the importance of differentiated instruction and short and long-term instructional goal planning to meet student needs.
MoSPE 4: Critical Thinking.	4.1 Demonstrates a general knowledge of various types of instructional strategies to promote critical thinking.
The teacher uses a variety of instructional strategies and resources to encourage students' development and critical thinking, problem solving, and performance skills.	4.2 Demonstrates an understanding of how using current instructional resources benefits the teaching and learning process.
CONCEPTUAL FRAMEWORK 6. Professional Skills	4.3 Demonstrates an understanding of the importance of using cooperative learning strategies for effective student engagement.
MoSPE 5: Positive Classroom Environment.	5.1 Recognizes principles of classroom management, motivation, and engagement.
The teacher uses an understanding of individual/group motivation and behavior to create a learning environment that encourages active engagement in learning, positive social	5.2 Recognizes the importance of managing time, space, transitions, and activities.
interaction and self-motivation. CONCEPTUAL FRAMEWORK 6. Professional Skills	5.3 Recognizes the influence of classroom, school, and community culture on student relationships and the impact on the classroom environment and learning.

MoSPE 6: Effective Communication.	6.1 Demonstrates effective verbal and nonverbal communication techniques.
The teacher models effective verbal, nonverbal, and media communication techniques with students, colleagues and families to foster active inquiry, collaboration, and supportive interaction in the classroom.	6.2 Recognizes sensitivity to differences in culture, gender, intellectual and physical ability in classroom communication.
CONCEPTUAL FRAMEWORK	6.3 Identifies the importance of facilitating learner expression in speaking, writing, listening, and other media.
6. Professional Skills	6.4 Develops skills in using a variety of media communication tools.
MoSPE 7: Student Assessment and Data Analysis	7.1 Demonstrates the importance of using formative and summative assessment strategies.
The teacher understands and uses formative and summative assessment strategies to assess the learner's progress and uses both classroom and standardized assessment data to plan ongoing instruction. The teacher monitors the performance of each student and devises instruction to enable students to grow and	 7.2 Recognizes the importance of using assessment data to guide instructional approaches and learning strategies. 7.3 Recognizes the importance of self and peer assessment, differences in formats, and can set their own learning goals.
develop, making adequate academic progress. CONCEPTUAL FRAMEWORK	7.4 Recognizes the importance of gathering assessment data to show the effectiveness of instruction on individual/class learning.
7. Assessment Skills	7.5 Recognizes the importance of maintaining confidentiality of student records and communicating student progress to students, families, colleagues, and administrators.

 $7.6\,Recognizes\,the\,importance\,of\,the\,collaborative$

data analysis process.

MoSPE 8: Professional Practice.	8.1 Articulates understanding of the importance of reflective practice and continual professional
	growth.
	8.2 Articulates the importance of regular
The teacher is a reflective practitioner who continually assesses the effects of choices and	participation in professional learning
actions on others. The teacher actively seeks out	opportunities.
opportunities to grow professionally in order to improve learning for all students.	8.3 Recognizes ethical practices and the influence
	of district policies and school procedures on
	professional practice.
CONCEPTUAL FRAMEWORK	
4. Reflective and Inquiry Skills	
8. Dispositions	
S. Dispositions	
MoSPE 9: Professional Collaboration.	9.1 Reflects on the importance of fostering
	appropriate relationships with peers and school
The teacher has effective working relationships	personnel.
with students, families, school colleagues and	
community members.	9.2 Recognizes the importance of accessing basic
	services available in the school and community to
CONCEPTUAL FRAMEWORK	support students and their learning.
10. Collaboration and Leadership	
	9.3 Reflects on the importance of developing
	relationships with students, families, and communities in support of student learning.
	communities in support of student learning.

The beginning (preservice) Agricultural Education teacher will demonstrate knowledge of and/or

competency in the following	areas of study:
1. Agriculture and Society (1997 SSC: 6.1; Praxis 0700: I)	1. (1997 SSC: 6.1; 0700: I.1) The economic importance and impact of food and fiber production and managing natural resources (e.g., agriculture and America's economic relationship to the international market, the agricultural interests and output of states and regions, the impact of agriculture on a country's trade balance).
	2. (0700: I.2, I.5) The effects and impacts of political decisions on agriculture, food, fiber, and natural resources (e.g., embargoes, the differentiation between "farm-interest" and broader interpretations of agriculture, taxes, land use, subsidies, monitoring of agricultural practices, environmental policies, animal welfare).
	3. (0700: I.3) The sociological status of agriculture, food, and fiber, and natural resources (e.g., agriculture's current and former image, effects of good and bad times on local agricultural communities, the farmers' coalition movement, historical patterns related to the family farm, contemporary issues related to corporate farms and their relationship to and within communities).
	4. (0700: I.6) Trends in the production of food and fiber and the management of natural resources (e.g., shifts from independent operation to cooperation, nontraditional crops, biotechnology, computerization, remote sensing).
2. Agricultural Business, Economics, and Management (1997 SSC: 1.1, 1.2; <i>Praxis</i> 0700: V; <i>ShowMe</i> : G 1.6, 3.1-8, 4.1, 4.4; MA 1, 3, 4, 5; SS 4; CR 2.a.3-4, 2.b.3.a)	1. (1997 SSC: 1.1; 0700: V.1) Principles of economics (e.g., supply and demand; surpluses; margins; opportunity costs; market reports, cycle analysis).
	2. (0700: V.2) Management issues and records (e.g., computers, taxes, income and expense, profit and loss, asset and liability, cash flow, appreciation and depreciation, investments, credit, enterprise analysis, subsidies, personnel management).
	3. (1997 SSC: 1.2; 0700: V.3) Principles of marketing (e.g., futures and options, standards and quality control, inspection, transportation, advertising and sales, appraisals, marketing orders, contract marketing).
	4. (1997 SSC: 1.3; 0700: V.4) Legal issues in agriculture, food, fiber, and natural resources (e.g., ownership modes; vertical and horizontal integration; contracts and leases; water rights; estate planning).
3. Animal Science (1997 SSC: 2.16; <i>Praxis</i>	1. (0700: III.1) Traditional and emerging animal industries (e.g., dairy and beef cattle, swine, poultry, sheep, horns, beekeeping, aquaculture).
0700: III; <i>ShowMe</i> : G 1.3, 3.1-8, 4.1-7; SC 3, 4, 8; CR 2.a.1)	2. (1997 SSC: 2.3; 0700: III.2) Animal anatomy and physiology, including but not limited to monogastric and ruminant digestive systems.

3. (1997 SSC: 2.1; 0700: III.2) Animal reproduction and genetic principles.

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	4. (1997 SSC: 2.2, 2.4; 0700: III.3) Animal management practices (e.g., balancing livestock rations to meet nutritional requirements; feed additives; housing and environmental conditions; diseases and parasites, including interpretation of medicine and pesticide labels; production economics, including hormonal factors, animal health practices, selection).
	5. (0700: III.4) Animal products and processing-
	6. (1997 SSC: 2.5) Economic importance of animal agriculture in Missouri, the United States, and the world.
	7. (1997 SSC: 2.6) Issues and policies related to animal agriculture and consumer concerns.
4. Plants and Soil Science (1997 SSC: 3.15; <i>Praxis</i> 0700: II; <i>ShowMe</i> : G 1.3, 3.1-8, 4.1-7; SC 3, 4, 8; CR 2.a.2, 2.a.6)	1. (1997 SSC: 3.1, 3.4; 0700: II.1) Plant growth and development (e.g., plant taxonomy; plant parts and their functions; sexual and asexual reproduction; factors affecting growth; plant pathology including diseases, insect control, integrated pest management, interpretation of pesticide labels).
	2. (1997 SSC: 3.2; 0700: II.2) Soil and land management (e.g., soil texture, soil profile, topography, depth, structure, soil fertility, drainage and irrigation, land features restricting tillage).
	3. (1997 SSC: 3.3) Economic importance of plants in Missouri, the United States, and the world.
	4. (1997 SSC: 3.5) Issues and policies related to plant/crop production, production, and marketing.
	5. (0700: II.3) Traditional and specialized crop production.
	6. (0700: II.4) Principles of horticulture (e.g., nursery, greenhouse, floriculture, landscape design, turf management, potting mixes and materials, chemicals specific to horticulture).
5. Natural Resources and	1. (1997 SSC: 4.1) Stewardship and management of natural resources.
the Environment (19967 SSC: 4.1; <i>Praxis</i> 0700: VI; <i>ShowMe</i> : G 1.3, 3.1-8, 4.1-7; SC 5, 8; SS 5; CR 2.a.8)	2. (0700: VI: 1) Principles of ecology (e.g., water cycle, food cycle, relationship between chemicals and the natural cycle of animals).
	3. (0700: VI: 2-5) Relationship of agriculture, food, fiber, and natural resources to the environment (e.g., pesticide certification, effects of agricultural chemicals; forestry and timber crop production; fish and wildlife).
	4. (0700: VI.6) Outdoor recreation: camping, tourism, hunting leases.
6. Agricultural Mechanization and Technology (1997 SSC: 5.1-2; Praxis 0700: IV; ShowMe: G 3.1-8,	1. (1997 SSC: 5.1; 0700: IV: 1) Principles and maintenance of agricultural mechanization and technology (e.g., monitoring devices; implements; equipment for feeding, milking, unloading, and harvesting; engines, including gasoline, diesel, 2-cycle, and 4-cycle; tractors; troubleshooting; hydraulics; calibration of equipment).

4.1, 4.5, 4.6, 4.7; CR 2.a.5)	2. (0700: IV: 2) Basic principles of agricultural structures (e.g., surveying for, maintaining, and repairing soil and water structures).
	3. (1997 SSC: 5.2; 0700: IV: 3) Principles of agricultural construction (e.g., plans and design, electricity, plumbing, water systems, heating and cooling, maintenance and repair, storage structures, concrete).
	4. (0700: IV: 5) Safety considerations in agricultural mechanization (e.g., personnel, fire, machinery, shop, chemicals).
	5. (1997 SSC: 5.1; 0700: IV: 4) Farm shop practices: welding, metalworking, woodworking, hand tools, power tools.
7. Career Development (1997 SSC: 6.28; 7.2; Praxis 0700: I.4; ShowMe: G 2.6, 4.8; CR 2.b.3)	1. (1997 SSC: 6.2, 6.7; 0700: I: 4) Career opportunities, including entrepreneurship, and trends in the agriculture, food, fiber, and natural resources industry (e.g., scientific bases, technical management of specialized operations, horticulture, aquaculture, silvaculture).
	2. (1997 SSC: 6.3, 6.4, 6.8) Career development and counseling theories.
	3. Collaborating with guidance, counseling, and special education personnel.
	4. (1997 SSC: 6.5, 6.6) Workplace expectations, professional dispositions, and employability skills.
	5. (1997 SSC: 6.4) Resume development, job search, applications, interviews, and applicant follow-up.
	6. (1997 SSC: 7.2) Implementing and managing agriculture, food, fiber, and natural resources internships, cooperative education, and community-based learning opportunities.
8. Program Design and Management	1. (1997 SSC: 7.6; 0700: VII: 3) Forming and managing agricultural education advisory committee and using committee input to improve curriculum.
(1997 SSC: 7.111; <i>Praxis</i> 0700: VII.3; CR 2.b.2-3)	2. Developing valid and reliable student and program assessment instruments and using the results to improve curriculum.
	3. (1997 SSC: 7.1, 7.2, 7.8; 0700: VII: 3) Forming partnerships with community leaders/organizations, government/non-government agencies, and business/industry to plan and improve program delivery.
	4. (1997 SSC: 7.3) Managing agricultural education laboratory facilities safely and efficiently.
	5. (1997 SSC: 7.4, 7.5) History, philosophy, and current issues in career and agricultural education. Designing, organizing, and managing vocational programs.
	6. (1997 SSC: 7.7) Program needs assessment, evaluation and follow-up assessments.
	7. (1997 SSC: 7.9, 7.10) Regulatory and statutory requirements affecting career and agricultural education.

	8. (1997 SSC: 11; 0700: VII: 3) Program budget development and management of internal and external funding.
	9. (1997 SSC: 12) Program promotion and marketing.
9. Supervised Agricultural Experience (SAE) (1997 SSC: 8.14; <i>Praxis</i> 0700: VII.2; CR 2.b.2-3)	1. (1997 SSC: 8.1; 0700: VII: 2) Philosophy, purpose, types, and supervision of SAE programs (e.g., entrepreneurship, placement, directed-laboratory experience, exploratory).
	2. (1997 SSC: 8.2, 8.3) Opportunities for and planning and implementation of quality SAE programs.
	3. (1997 SSC: 8.4; 0700: VII: 2) Financial record keeping.
10. Development and Implementation of the Agriculture Curriculum (1997 SSC: 9.17; Praxis 0700: VII; CR: III.A.2.b.7)	1. (1997 SSC: 9.1) Developing objectives and evaluating student performance in the cognitive, psychomotor, and affective domains.
	2. (1997 SSC: 9.4; 0700: VII: 2) Designing, implementing, and evaluating a broad range of instructional strategies (e.g., problems-based learning, experiential learning, application-based learning).
	3. (1997 SSC: 9.3, 9.5) Integrating academics into the agriculture curriculum.
	4. (1997 SSC: 9.6) Adult learning theory and practice.
	5. (1997 SSC: 9.7) Instructional management systems.
	6. Collaboration among agriculture education and other content faculty.
11. Agricultural Education Student	1. (1997 SSC: 10.1; 0700: VII: 4) Historical and philosophical foundations of agricultural education student organizations.
Organizations (1997 SSC: 10.15; <i>Praxis</i> 0700: VII.1, .4; CR: III.A.2.b.5)	2. (1997 SSC: 10.2) Leadership development.
	3. (1997 SSC: 10.3; 0700: VII: 1) Developing and implementing the program activities of an agricultural education student organization.
	4. (1997 SSC: 10.5; 0700: VII: 1) Parliamentary principles and procedures.
	5. (1997 SSC: 10.4; (0700: VII: 1) The role of the advisor in an agricultural education student organization.

The Professional Preparation Portfolio

Successful completion of a Professional Preparation Portfolio is required of all teacher education candidates at Missouri State in order to be recommended for initial certification to teach. This portfolio is a graphic anthology of a student's progress and performance in all coursework, practicum placements and student teaching experiences. The Professional Preparation Portfolio is also a medium by which the academic programs are evaluated for accreditation by the Missouri Department of Elementary and Secondary Education and the National Council for the Accreditation of Teacher Education.

Teacher education students will receive guidance throughout their program from the instructors of their courses to help answer questions and maintain quality of the portfolio. There are three checkpoints scheduled throughout the sequence of courses taken in the teacher education program. The checkpoints are individual conferences held between students and instructors to assure that everything is in order and progressing satisfactorily toward meeting the Missouri Standards for Teacher Education Program (MoSTEP) quality indicators and subject area competencies.

The first checkpoint occurs in SEC 302. PED 200, or MUS 200. The second will occur during the special methods courses or designated point in the degree program. The third and final checkpoint occurs during the student teaching semester. At that time the portfolio will be reviewed to determine if there is sufficient evidence to meet MoSTEP quality indicators and subject area competencies.

Portfolio Checkpoint 1: ELE 302/SEC 302/PED 200/MUS 200*

These artifacts are required and must be included within the portfolio at checkpoint 1:

- Professional Resume
- Clinical Placements Log
- Artifacts with cover sheets as assigned minimum of lesson plan and appropriate artifact cover sheet
- Evaluation of uploaded materials by faculty

Portfolio Checkpoint 2: Special Methods Courses or Designated Point in Program

A summary of general expectations for Portfolio Checkpoint 2 follows:

- Artifacts and artifact cover sheets required by the specialty area that reflect knowledge, skills and professional dispositions aligned with standards
- Professional Resume further developed
- Clinical Placement form completed to reflect additional experiences and outcomes
- Educational Philosophy

Portfolio Checkpoint 3: Supervised Student Teaching

Artifacts may be required and reviewed by the specialty area faculty, University Student Teaching Supervisor and cooperating teacher. A summary of expected content follows:

- Additional artifacts and artifact cover sheets as required in order to meet MoSTEP quality indicators and subject area competencies
- Professional resume completed
- Clinical placement form completed to reflect culminating experiences and outcomes
- Complete section IV of your portfolio (Student Teaching Evaluations)

For additional help log on to the Missouri State PEU Website at http://www.missouristate.edu/peu/

*Students must consult with their departmental advisors concerning special requirements for artifact cover sheets. Limited examples follow.

Appendix 1: Portfolio Content and Requirements

- Access the portfolio website for further details at http://www.missouristate.edu/peu/student_portfolios/
- Candidates (students) starting the program in fall 2001 semester will be expected to develop the portfolio in an electronic format (web-based and/or zip disk or CD).
- There are four sections to the portfolio as noted below.
- Candidates that wish to maintain a hard copy of the portfolio, along with a copy in an electronic format, may purchase tabs that correspond to the following section at the University bookstore (Spring, 2002).
- The number and type of artifacts will correspond to the program assessment plan. See program faculty for guidance.
- Candidates should record progress toward meeting professional standards on the Portfolio Guide (see downloadable forms).

Portfolio Sections

Section I. Introduction

Section I contains the professional education candidate's:

- Educational Philosophy
- Resume¹
- Log of Clinical Placements assigned during the program (downloadable form)

Section II. Professional Practice

Section II includes artifacts that represent performances aligned to the Conceptual Framework (CF) MoSTEP and specialty area standards.

- Download a copy of the Portfolio Guide (replaces the old Table of Contents) specific to your area of study. The
 Portfolio Guide should be kept in Section II of the portfolio with artifacts reflecting the required standards placed
 after the guide. Candidates are expected to monitor progress toward standards on the Portfolio Guide
 (downloadable form).
- Artifacts that reflect the Missouri State (CF) Learner Outcomes, the MoSTEP Standards and the specialty area standards will be placed in Section II of the portfolio. Artifacts must be accompanied by anArtifact Cover Sheet that documents the nature of the project as well as performances related to standards. (See downloadable forms to access the Artifact Cover Sheet and corresponding Directions for the Artifact Cover Sheet.

Section III. Showcase

Section III is the student Showcase Section. This is optional for students who elect to include items that will further illustrate their experiences in the professional education program as well as showcase mastery of professional standards and the Conceptual Framework general outcomes.

Section IV. Field Evaluations

This section should include practicum and student teaching field evaluations. See your program faculty for guidance regarding practicum materials and evaluations. For student teaching, include the evaluation of the cooperating teacher and the University supervisor of all placements in the student teaching semester.

APPENDIX 2: ABOUT THIS ARTIFACT - DIRECTIONS FOR THE ARTIFACT COVER SHEET

Cover sheets should be attached to artifacts within the Professional Preparation Portfolio as directed by program faculty. The purpose of the cover sheet is to ensure reflection and review regarding performances related to the Missouri State Professional Education Unit (PEU) Conceptual Framework (CF), the MoSTEP standards and your Specialty Area standards. Information provided on the cover sheet yields evidence of your progress in meeting professional education standards. Directions for completing the sections of the cover sheet follow.

- "Title of artifact": Typically, an artifact will have a designated title. If it does not, provide a brief description or name.
- "Date this artifact was collected": When was the item completed, graded, or made available for inclusion in the portfolio? If necessary, give a more general time, e.g. "Fall Semester 2001."
- "Course or experience where the artifact was developed": Provide both the course code and course title. If the item was not developed for a course, describe the experience corresponding to development.
- "Quality indicators addressed by this artifact": Identify the quality indicators/learner outcomes that are represented within the artifact. Example:
 - CF (add learner outcome and #) MoSTEP (add # and description) Specialty Area: Science Education (add # and description)
 - Since there is commonality between the CF, the MoSTEP, and the Specialty Area Standards, it is typically appropriate to reference all three sets of standards on the cover sheet. See your program faculty for guidance if you have questions.
- "Reflective Narrative": This section includes a summary of candidate performances that correspond to the quality indicator and learner outcomes listed. Use the performance indicators corresponding to each quality indicator as a guide. This section requires analysis and synthesis of performances related to standards and should be written as a narrative summary rather than a list. The narrative should document that you have demonstrated performances consistent with the CF Learner Outcomes, the MoSTEP and the Specialty Area standards noted above.

Examples of completed Artifact Cover Sheets follow; however, you must seek guidance from program faculty regarding requirements specific to your area of study.

ABOUT THIS ARTIFACT

Student Name:
Major/Certification Area:
Title of the Artifact:
Date this artifact was collected:
Course or experience where artifact was developed:
Quality indicators addressed by this artifact - Include MoSTEP and Specialty Area Indicator(s) as well as PEU CF Learner Outcome(s) as appropriate:
Reflective narrative – How this artifact reflects performances specific to MoSTEP, PEU CF Learner Outcomes and/or Specialty Area performance indicators as appropriate. What do I know and what am I able to do?

Appendix 3: CF General Learning Outcomes

The curricula of professional education programs at Southwest Missouri State University reflect our commitment to these beliefs. Further, they reflect and are aligned with the professional standards specified by state, national and professional accreditation organizations. Our initial and advanced programs are designed to develop candidate knowledge, skills, and dispositions associated with successful professional educational practice.

Missouri State professional education graduates will demonstrate competence in:

- 1. Foundations: knowledge of the historical development of the profession, and foundational issues and arguments underlying its practices, as well as understanding of the importance of integrated learning across disciplines.
- 2. Subject Matter: knowledge of subject matter discipline content and the ability to integrate content with pedagogy appropriate to the candidate's field of study.
- 3. Learning and Development: knowledge of human development and motivation, theories of learning, pedagogy and assessment.
- 4. Reflective skills: communication skills, critical and creative thinking abilities and other skills crucial to reflective decision-making.
- 5. Technology: knowledge and skills in the use of technology appropriate to the candidate's field of study.
- 6. Professional Skills: the practical abilities to implement the skills, techniques, and strategies associated with student learning and development in the educational context in which they practice.
- 7. Assessment Skills: the skills to conduct valid and reliable assessments of their students' learning, and use that assessment to improve learning and development for their students.
- 8. Dispositions: the intellectual, social, ethical, and other personal attributes and beliefs previously ascribed to reflective decision-makers in a variety of professional settings, including a commitment to their own lifelong learning and professional development.
- 9. Diversity: the ability to skillfully facilitate and promote the learning of all students, including those from diverse cultural, racial and economic backgrounds, and those with disabilities.
- 10. Collaboration and Leadership: the ability and skills to foster and maintain collaborative, empowering relationships with other professionals within schools and the community.