Induction ePortfolio Contents Checklist

Professional educators continue learning and growing throughout their careers. Keeping an updated portfolio will allow you to record, reflect upon, and demonstrate your growth and accomplishments over time. For long-term's sake, you should select your own method and/or platform for storing your portfolio content. Because AUHSD's Induction Program is reviewed and evaluated by the California Department of Education, during your participation in our Induction Program, you are required to upload specific evidence of your professional growth to a *shared* ePortfolio in our current Learning Management System (LMS): eKadence. See these **directions** for how.

Your ePortfolio is made up of the following components.

1. An "About Me" Welcome Page that includes:

- ☐ Your resume (PDF)
- ☐ A written bio blurb that includes the subjects you teach, the campus where you work, your past experience, image(s), something interesting about yourself, etc.
- ☐ Classroom Setup - Picture(s) and/or brief video of your classroom
- ☐ Site Demographics - Description of your site's demographics **and explain how this data impacts your teaching**

2. Systems of Support (SOS) Page that includes the following:

- ☐ Signed Candidate MOU (See eK Course Homepage), Mentor MOU, 5Cs Coach MOU, and Site Admin MOU
- ☐ Candidate Progress Monitoring Checklist
- ☐ Embedded CSTP Self-Assessment, Mentor/Candidate Log that demonstrates continuous growth, including:
  - ☐ Record of Meetings between your Administrator(s) and you both with and without your Mentor present
  - ☐ Record of all mentor/candidate dialog (e.g., emails, phone calls, texting, face-to-face meetings, etc.)

Induction ePortfolio Contents Checklist

- ☐ Some sort of a helpful human contact list (This can be people on campus, a group, an organization, listserv, etc.)
- ☐ Additional evidence of site and/or district support (can be images, maps, writing, links, etc.)

3. Your Individualized Learning Plan (ILP) Page/s is made up of *two* essential questions – one per semester. At the completion of a year, growth must be demonstrated in all elements of the six CSTP standards via the two essential questions. Your ILP will include:

A. An Essential Question (one per semester)
B. Student Work and evidence of growth (see following components)
C. A reflection after each lesson and a final one about your essential question

Evidence will include:

- ☐ Stated learning objective
- ☐ Corresponding learning standards, CSTPs, and 5 Cs
- ☐ Description of the lesson
- ☐ Strategies used
- ☐ At least one 3-5 minute video clip of your lessons which have been observed by your Mentor
- ☐ Student evidence that exhibits student growth such as: pre and post-tests, written or oral student presentations, and/or any work showing student mastery of skills
- ☐ A reflection of the lesson, i.e., how it went; personal reflection of what you've gained/learned from the experience, including data used to assess your students' understanding, how your strategies might need to be amended in the future in order to attain better student understanding, *your justification for either re-teaching or moving ahead*.
- ☐ A Final Reflection about your Essential Question

Induction ePortfolio Contents Checklist

4. (Optional) Any other pertinent information or insights that you feel you would like to share.

Year 2 Candidates (Y2):

If you are a Year-2 Induction Candidate who is teaching at the same site, add your ILP #3 and #4 to your existing portfolio. Update site demographics and other pertinent information. If you are a Year-2 Induction Candidate new to the district, please follow the steps above to set up all pages. Year-2 Candidates are expected to add fresh content that is unique to this year's teaching experience, new essential questions each semester and demonstrate continued growth in the CSTPs.