

Health Education Certification Portfolio Requirement Guidelines Beginning with Catalog 134

- These experiences are NOT to come from HLTH 332 or HLTH 415
- These experiences MAY come from HEFB 322, HLTH 421 and HEFB 325
- **Each student will complete a total of 100 hours of field based experiences**
- Students without a coaching minor will complete 20 hours of direct student contact in place of the coaching experience. Coaching will serve as direct student contact for coaching minors.
- All field based experiences (see "Portfolio Review Sheet" on back) must include the following:

COMMUNITY-BASED PROGRAMS (Not Coaching)

20 hours maximum: 5 hours minimum in elementary*/5 hours minimum in secondary**

- Boys and Girls Club
- Camp Counselor
- TEEN EXIT Center
- Scouts
- Community Education Literacy or Math programs (HOSTS)
- Other Community-based programs with approval of KNFB 322 instructor
- Big Brother/Sister
- Juvenile Courts
- Community Centers

SCHOOL- BASED PROGRAMS (Not Coaching)

20 hours maximum: 5 hours minimum in elementary*/5 hours minimum in secondary**

- These hours must come from observing/volunteering in a classroom either in a public or private school
 - Minimum of 5 hours are to be volunteer (classroom aid, event facilitator, fund-raising events, VIPS)

DIRECT STUDENT CONTACT (Non-coaching minors)

20 hours maximum: 5 hours minimum in elementary*/5 hours minimum in secondary**

- These hours must come from direct interaction with students individually or as a small group (individual tutoring, reading to students, HOSTS, substitute teaching, classroom aid).

COACHING: (substitutes for direct student contact - coaching minor only)

20 hours maximum: 5 hours minimum in elementary*/5 hours minimum in secondary**

- School-based classroom (PE) observation
- Community-based programs (Kids Klub, Boys and Girls club)
- Coaching (school or community based)

>>> *Elementary = Pre-K - 6

*Secondary = 7th -12th <<<

PORTFOLIO and ADMISSION to PROFESSIONAL PHASE:

1. Successful (C or better) completion of HEFB 322

FINAL PORTFOLIO REVIEW/DEFENSE:

- **Total Hours:** Must be completed in its entirety (60 hours).
- **Portfolio includes:**
 - Introduction, professional photo, and email address.
 - Philosophy of Education
 - Experiences: descriptions of the three experiences student had with coaching, community and school based programs.
 - Standards: Artifacts supporting each program standard.
 - Self-assessment (What have you learned in the process, and what you still need to learn)
 - Resume (To be used in job application)
- **DEADLINE:** Must set up the review/defense date prior to Q-drop of the semester enrolled in HLTH 415.
- **Student teaching placement** dependent upon completion of the final portfolio review/defense.
- Portfolio final defense must be arranged with the portfolio chairperson:
Beth McNeill **Phone:** 845-2184 **Office:** 360-B Blocker

School Health Certification Portfolio Review Application

Name: _____ Email: _____

Portfolio address: _____

Visitors pass information (username/password as needed):

Professional Experiences Documentation of independent hours

Elem= Elementary / Sec= Secondary

Experience Area	# hours per grade level	Total hours
Coaching <i>(only for those seeking a coaching minor)</i>	Elem =	
	Sec =	
Community Based	Elem =	
	Sec =	
School <ul style="list-style-type: none"> • Observer=OBS • Volunteer=VOL 	Elem-OBS =	
	Elem-VOL =	
	Sec-OBS =	
	Sec-VOL =	
Direct Student contact	Elem =	
	Sec =	
Total number of independent hours all experience areas		

Hour documentation

Program Coordinator Signature _____ (obtained at defense)

Portfolio Requirements for admission to Student Teaching	
1. Number of additional documented hours in school or community based programs and direct student contact (coaching if seeking minor). Hour requirements: A minimum of 5 hours in every grade level, 20 hours per experience area for cumulative total of 100 hours as of catalogue 134	
2. Artifacts on each standard	
3. Self-Assessment	
4. Philosophy	
5. Resume	

Admission to Student Teaching

	Program Coordinators Signature
Documentation of Hours (Charted with signatures)	
Completion of portfolio requirements	
Satisfactory defense of portfolio	

Faculty Signatures

Faculty Name	Signature	Date	Approved/Denied