

**Local Graduation Seal Evaluation
Horizon Science Academy Toledo**

Student Name		Graduation Cohort	
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Certified Student Engagement Seal

- Students will be required to complete:
 - Earn a medal through CYSP (any level); OR
 - Play TWO full seasons of any sport at HSAT; OR
 - Show documented 40 hours of participating through an HSAT club or other extra-curricular activity
- After participation is complete, students and their teacher advisor will complete a performance evaluation
- Credits towards this seal may only be obtained in grades 9-12.

Method of Completion (Include medal earned)	
Date Completed	
Advisor/Coach	

Student Engagement Seal Performance Evaluation

Criteria	Beginner	Developing	Proficient	Expert	Comments
Reliability The student has integrity and responsibility in professional settings.	Requires direction to help manage commitments and ensure tasks are completed in a timely manner. Listens to others when directed to the procedures and organizational values but may need reminders to follow them.	Minimal coaching required to manage commitments and is respectful of time (own as well as others) and trustworthy. When directed, will follow the procedures and organizational values.	Manages commitments and is respectful of time (own as well as others) and trustworthy. Adheres to procedures and organizational values.	Manages commitments, respectful of time (own as well as others). Is trustworthy and has a clear sense of right and wrong. Adheres to procedures and organizational values.	
Punctuality The student arrives at commitments on time and ready to contribute.	Frequently needs reminders to arrive on time and to start daily tasks.	Typically arrives on time. May need additional time to prepare for the assignment.	Arrives on time prepared for assigned tasks. Displays initiative to begin tasks.	Arrives ahead of schedule prepared for assigned tasks. Can coach others to begin tasks.	
Discipline The student abides by guidelines, demonstrates self control and stays on task.	Needs reminders to follow rules and regulations, and is frequently distracted.	Willing to follow rules and regulations. Stays on task with occasional distractions.	Follows rules and regulations. Self-starter. Stays on task with minimal distractions.	Consistently follows all rules and regulations. Stays on task and minimizes distractions (e.g., cell phone use). Serves as an example of personal behavior.	
Work Ethic The student has effective work habits, personal accountability and a determination to succeed.	Completes some assignments on time. Developing self awareness of emotions, attitudes and behaviors. Requires assistance in managing time and seeking out growth opportunities.	Completes majority of assignments on time. Generally has a positive attitude and disposition and is respectful of those in authority. Requires coaching on time management and encouragement to seek growth opportunities.	Works hard to complete all assignments on time, with frequent objectives met ahead of schedule. Maintains a positive attitude and disposition and is respectful of those in authority. Exercises initiative and personal time management. Takes advantage of growth opportunities.	Works hard to complete all assignments ahead of schedule with a high level of quality. Maintains a positive attitude and disposition and is respectful of those in authority. Can coach others in time management while seeking out opportunities for continued growth.	
Student Name:			Completed by:		Date:

Source for seal rubrics.....

http://education.ohio.gov/getattachment/Topics/New-Skills-for-Youth/SuccessBound/OhioMeansJobs-Readiness-Seal/OMJ_ReadinessSeal_Rubric.pdf.aspx?lang=en-US