

Quarter 1 Community School: **Preliminary** checklist for end of grading period

Midterm portfolio check

- Life Map
- Spaghetti/Marshmallow reflection (What, So What, Now What)
- Resume
- Cover Letter
- Pre-Midterm Self Evaluation and Goals
- Internship Anticipation Preview

Internship Agreement (if applicable)

- Completed online
- Printed
- Signed by all parties
- Placed in Portfolio

Service logs with all signoffs, reflections, and approved co-service or volunteer forms (if applicable)

Completed reflections (showing dates of service)

Approved co-service and/or volunteer forms (where applicable)

Artifacts

Parent Permission: Off-Campus Service Learning

Required for off-campus experiences (if no internship agreement)

Coach Interview with Ms. Martin

- Scheduled
- Completed
- Written plan, and written follow-up / to-do list
- Thank you note

Signed up for Remind

Are you:

- Updating your daily activities weekly in Google sheets?
- Checking in service logs by FRIDAY of each week (entries completed by YOU, WITH supervisor signoff for ALL entries AND completed reflections? And approved co-service/volunteer forms if applicable?)

Are you in good standing at FHS (all classes, not just Community School)

- No UA
- Green or yellow "zone" for attendance
- Minimal UT/ET
- No F grades
- No significant discipline issues

PREVIEW: Next week you will prepare your first quarter "exhibition" portfolio (details TBA, but will include formal typed STATEMENT and EVIDENCE of achieving goals, including artifacts, mentor/supervisor/teacher quote, etc.)

Course Goals: Proficiencies Each Student Should Pursue

How have you contributed to the community (service hours and reflection on what you accomplish)

How have you applied and extended academic knowledge and practical skills (thinking and doing, classroom connections, research and reading)

How have you demonstrated responsibility and initiative (volunteering, internship, service project, classroom assignments, soft skills)

Individual goal/s: What is a purpose you bring to this class that is not included in the course goals? How have you made progress toward your individual goal/s?

50% Participation Points Supervised time dedicated to Community School goals, serving the community and making progress on learning goals. MUST INCLUDE signature AND reflection to be counted.

30% Process Portfolio Includes classroom assignments as well as weekly portfolio entries: journal, artifact, mentor/teacher evaluations, service project, development of exhibition components.

20% Exhibition Portfolio Semester exam. Includes selected process components, polished exhibition components, summative reflection and presentation.

participation hours	A 45-50	B40-45	C35-40	D30-35	F0-30
1	14+	12	10	8	6 or fewer
2	28+	24	20	16	12 or fewer
3	42+	36	30	24	18 or fewer

process portfolio	A 27-30	B24-27	C21-24	D18-21	F0-18
1, 2, 3	90+ %	80+ %	70+ %	60+ %	0-50+ %

exhibition portfolio	A 18-20	B16-18	C14-16	D12-14	F0-12
1, 2, 3	90+ %	80+ %	70+ %	60+ %	0-50+ %