

## **Employability Scores – New this year at Lebanon High School!**

At the end of Semester 1 and Semester 2 your child will receive their first employability score report. It is separate from the report card and transcript.

When students apply for local employment, some employers will request a copy as part of the application process. The score is also a great way to receive feedback on a student's effort, leadership, cooperation, and responsibility in the classroom.

Students in grades 6-12 in the Lebanon Community School District will receive employability scores twice a year at the end of each semester. The employability scores will be cumulative over their high school career.

The score is based on:

- 40% Attendance (based on student attendance percentage)
- 20% Timeliness (based on student unexcused tardy count)
- 10% Behavior (based on student incidents of inappropriate behavior)
- 30% Soft Skills (based on 7 teachers providing 2 scores for each student – using a scoring guide - the first score looks at assignment completion, accuracy, and timeliness. The second score considers the student's ability to work well with others in class. These fourteen (assuming the student has 7 classes) scores are averaged together to create this soft skills score.)

If you have other questions about the score we have example reports and more detailed information on our website at [high-school.lebanon.k12.or.us](http://high-school.lebanon.k12.or.us) and look under Resources.

We've updated this information to reflect the last 10% of employability score is based on behavior.

## What is an "Employability Score"

### History

- This work began and was guided by the "Workforce Development Task Force" over the last 4 years of discussion/evaluation/revision. School staff worked directly with community business leaders to determine the needs of our local employers.
  - The employers overwhelming response included:
    - **Provide employees that show up to work**
    - **Provide employees that show up to work on time**
    - **Provide employees that work well with supervisors and fellow employees**
- A common belief amongst many of our largest employers in the region was that if they could get young employees that they could count on to show up, they could help provide the skills training needed for most positions in their business.

### Soft Skills": (30% of Employability Score)

One time per semester, teachers will use a scoring rubric to give all students an individual score (5 to 1) on two different standards. (*Common Core Standard #9*)

- a. How well does the student participate cooperatively, productively, and respectfully in work teams to identify and solve problems.
- b. How well does the student plan, organize, and complete assigned tasks accurately and on time.

*All of these individual scores would be combined – for example 7 teachers with two scores for each student – there would be 14 scores that are averaged together to create a "Soft Skills" score.*

### Attendance: (40% of Employability Score)

<u>Attendance (168 school days in 2015-16)</u>		<u>Includes absences other than school related events</u>	
<u>Individual Rate</u>	<u>Score</u>	<u>How many days in school year?</u>	<u>Average/Month</u>
97% - 100%	= 5	(Missing up to 5 days in a school year)	.5 day / month
93% - 96.99%	= 4	(Missing up to 12 days in a school year)	1.2 days / month
90% - 92.99%	= 3	(Missing up to 17 days in a school year)	1.7 days / month
85% - 89.99%	= 2	(Missing up to 25 days in a school year)	2.5 days / month
84.99 and below	= 1	(Missing 26 or more days in a school year)	Over 2.6 / month

### Timeliness: (20% of Employability Score)

<u>Timeliness</u>			
0 – 4 Tardies/semester	= 5 (1.6%)	9 – 12 Tardies	= 3 (2.0%)
5 – 8 Tardies	= 4 (1.3%)	13 – 16 Tardies	= 2 (2.5%)
(90 days x 7 classes = 630 opportunities)		17 or more	= 1 (2.7% or more)

### Behavior: (10% of Employability Score)

<u>Negative behavior incidents</u>	<u>Score</u>
0 Incidents	=5
2 Incidents	=3
4 Incidents	=1

### How do the scores get reported?

- Reported on a separate report (not on transcript) to students/parents only.
- Reported/recorded twice per year, at the end of each semester grading term.
- Reported in a separate report that *would be requested by employers* as part of the application process for their business.

## “Soft Skills” Standards to be assessed for each student by each of his/her teachers

**Standard 1:** Student participates cooperatively and respectively in groups and collaborative tasks.

**Standard 2:** Student completes tasks on time and with accuracy.

*What this score indicates to a potential employer.*

5	<p><i>Student characteristics of a 5:</i></p> <ul style="list-style-type: none"> <li>Exemplary work with others in groups</li> <li>Very respectful of others</li> <li>Demonstrates leadership consistently</li> <li>Improves the classroom learning environment through his/her involvement.</li> </ul>	<p><i>Student characteristics of a 5:</i></p> <ul style="list-style-type: none"> <li>Always completes tasks on time (1 or 2 late assignments per semester)</li> <li>Consistently high level of accuracy</li> <li>0 missing assignments</li> </ul>	<p><i>This will be an exceptional employee that works well with others and someone that I can count on consistently to complete required tasks accurately and on time. This employee will require very little training to be effective. He/She could be a leader.</i></p>
4	<p><i>Student characteristics of a 4:</i></p> <ul style="list-style-type: none"> <li>Works productively with others</li> <li>Respectful of others</li> <li>Contributing team member</li> <li>Demonstrates leadership periodically in class</li> </ul>	<p><i>Student characteristics of a 4:</i></p> <ul style="list-style-type: none"> <li>Nearly always completes tasks on time (3 to 4 late assignments/semester)</li> <li>Consistently above average accuracy</li> <li>Up to 2 missing assignments</li> </ul>	<p><i>This could be a great employee that works well with others and will complete tasks on time with good accuracy. This employee would need only standard training and has potential as a future leader.</i></p>
3	<p><i>Student characteristics of a 3:</i></p> <ul style="list-style-type: none"> <li>Works adequately in groups when requested</li> <li>Mostly respectful of others</li> <li>Does what is required of him/her and doesn't typically go beyond the teachers minimum requirements in class.</li> </ul>	<p><i>Student characteristics of a 3:</i></p> <ul style="list-style-type: none"> <li>Completes tasks on time a majority of the time (5 to 6 late assignments/semester)</li> <li>Completed work accuracy is average or better</li> <li>Up to 3 missing assignments</li> </ul>	<p><i>This could be an employee that will do as requested and complete tasks on time with acceptable accuracy. This employee may require additional training to become a team leader.</i></p>
2	<p><i>Student characteristics of a 2:</i></p> <ul style="list-style-type: none"> <li>Works with others when required</li> <li>Occasionally has issues with respecting others</li> <li>Contributes occasionally but minimally to tasks</li> </ul>	<p><i>Student characteristics of a 2:</i></p> <ul style="list-style-type: none"> <li>Has difficulty getting tasks completed on time (7 to 8 late assignments/semester)</li> <li>Completed work accuracy is sometime below average</li> <li>4 to 6 missing assignments</li> </ul>	<p><i>This could be an employee that can do what is requested but may have some difficulties with other employees as well as completing tasks accurately and on time. This employee could require additional training and supervision to be effective.</i></p>
1	<p><i>Student characteristics of a 1:</i></p> <ul style="list-style-type: none"> <li>Has difficulty working with others</li> <li>Can become disrespectful to others in a group or in the classroom</li> <li>Rarely contributes positively to group tasks</li> </ul>	<p><i>Student characteristics of a 1:</i></p> <ul style="list-style-type: none"> <li>Regularly has late work (for example, 9 or more late assignments)</li> <li>Completed work tends to be consistently below average in accuracy</li> <li>7 or more missing assignments</li> </ul>	<p><i>This could be an employee that can be challenging to work with and may create issues in the work place. All other factors considered, this employee would require supervision or be more suited for a position that did not require peer cooperation.</i></p>