



# LITTLE CHUTE

Area School District

*The Mission of the Little Chute Area School District is dedicated to fostering a community of learners where we meet the academic, social, and emotional needs of ALL students.*

## Life & Career Skills

*Parent Guide 2023-2024*

*Preparing Students for THEIR Future*



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# Life & Career Skills

As the Little Chute Area School District (LCASD) continues to improve teaching and learning for all students, we know that parents, guardians, and families are our most valuable partners. Communicating student progress with families is critical to these partnerships. The LCASD is engaged in a process to continually refine the tools that we use to communicate with families about student learning.



Life and Career skills will be reported for each class or subject through the student information system in Infinite Campus via the Parent Portal.

## Purpose of Life & Career Skills

In order to ensure that student's grades reflect accurately what they know from their course work, factors such as attendance, effort, and work habits have been removed from their academic grade and will be reported to parents as a *Life and Career Skills* score. This ensures that student grades reflect their mastery of academic content and not factors such as attendance, effort, and work habits that resulted in a student's grade for a course to either be over or under inflated.

## Benefits of Life & Career Skills

Learning/Work habits play an important role in a student's success. In the LCASD we refer to those as Life and Career Skills. *Life and Career Skills* are an important factor in your student's preparation for college and career. Therefore, we believe that communication with you regarding your student's effort and behaviors is important.

## Reporting Key – All Grades

PLEASE SEE RUBRICS

Grade 4K-4:	Page 3
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Grade 9-12	Pages 6-7

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If you have further questions concerning the Life and Career Skills Standards, please contact your student's teacher or building principal.



# LCASD Life & Career Skills Rubric

## Grades 4K-4

3 - *Routinely*

2 - *Usually*

1 - *Inconsistently*

<p><b>Accountability and Responsibility</b></p>	<p>Student <u>routinely</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates responsibility with materials</li> <li>• Listens attentively at group time</li> <li>• Actively participates in group activities</li> <li>• Follows school and classroom rules</li> </ul>	<p>Student <u>usually</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates responsibility with materials</li> <li>• Listens attentively at group time</li> <li>• Actively participates in group activities</li> <li>• Follows school and classroom rules</li> </ul>	<p>Student <u>inconsistently</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates responsibility with materials</li> <li>• Listens attentively at group time</li> <li>• Actively participates in group activities</li> <li>• Follows school and classroom rules</li> </ul>
<p><b>Collaboration and Teamwork</b></p>	<p>Student <u>routinely</u>:</p> <ul style="list-style-type: none"> <li>• Works cooperatively with others to complete tasks, assignments and projects</li> <li>• Demonstrates respect for teammates</li> <li>• Values the contributions of others</li> </ul>	<p>Student <u>usually</u>:</p> <ul style="list-style-type: none"> <li>• Works cooperatively with others to complete tasks, assignments and projects</li> <li>• Demonstrates respect for teammates</li> <li>• Values the contributions of others</li> </ul>	<p>Student <u>inconsistently</u>:</p> <ul style="list-style-type: none"> <li>• Works cooperatively with others to complete tasks, assignments and projects</li> <li>• Demonstrates respect for teammates</li> <li>• Values the contributions of others</li> </ul>
<p><b>Ethical Behavior, Integrity, and Respect</b></p>	<p>Student <u>routinely</u>:</p> <ul style="list-style-type: none"> <li>• Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>• Acts honestly and ethically</li> <li>• Uses technology appropriately</li> </ul>	<p>Student <u>usually</u>:</p> <ul style="list-style-type: none"> <li>• Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>• Acts honestly and ethically</li> <li>• Uses technology appropriately</li> </ul>	<p>Student <u>inconsistently</u>:</p> <ul style="list-style-type: none"> <li>• Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>• Acts honestly and ethically</li> <li>• Uses technology appropriately</li> </ul>
<p><b>Initiative, Productivity, and Self Direction</b></p>	<p>Student <u>routinely</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates problem solving skills</li> <li>• Uses class time efficiently</li> <li>• Follows directions</li> <li>• Begins and completes tasks in a timely manner (self-directed)</li> </ul>	<p>Student <u>usually</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates problem solving skills</li> <li>• Uses class time efficiently</li> <li>• Follows directions</li> <li>• Begins and completes tasks in a timely manner (self-directed)</li> </ul>	<p>Student <u>inconsistently</u>:</p> <ul style="list-style-type: none"> <li>• Demonstrates problem solving skills</li> <li>• Uses class time efficiently</li> <li>• Follows directions</li> <li>• Begins and completes tasks in a timely manner (self-directed)</li> </ul>
<p><b>Perseverance and Tenacity</b></p>	<p>Student <u>routinely</u>:</p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Works to complete tasks even when difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>	<p>Student <u>usually</u>:</p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Works to complete tasks even when difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>	<p>Student <u>inconsistently</u>:</p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Works to complete tasks even when difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>



# LCASD Life & Career Skills Rubric

## Grades 5-8

	3– Routinely	2– Usually	1 - Inconsistently
<b>Accountability and Responsibility</b>	<p>Student is <u>advanced</u> when:</p> <ul style="list-style-type: none"> <li>Comes prepared with all necessary materials</li> <li>Hands in work on time and/or Meets scheduled deadlines</li> <li>Notifies the teacher in the case of a pre-planned absence</li> <li>Contacts the teacher upon return from absences for potential missing work</li> </ul>	<p>Student is <u>proficient</u> when</p> <ul style="list-style-type: none"> <li>Comes prepared with all necessary materials</li> <li>Hands in work on time and/or Meets scheduled deadlines</li> <li>Notifies the teacher in the case of a pre-planned absence</li> <li>Contacts the teacher upon return from absences for potential missing work</li> </ul>	<p>Student is <u>emerging</u> when:</p> <ul style="list-style-type: none"> <li>Comes prepared with all necessary materials</li> <li>Hands in work on time and/or Meets scheduled deadlines</li> <li>Notifies the teacher in the case of a pre-planned absence</li> <li>Contacts the teacher upon return from absences for potential missing work</li> </ul>
<b>Attendance and Punctuality</b>	<p>Student is <u>advanced</u> when</p> <ul style="list-style-type: none"> <li>Is on time</li> <li>Ready to go for class</li> <li>Remains in class</li> <li>Attends class</li> </ul>	<p>Student is <u>proficient</u> when</p> <ul style="list-style-type: none"> <li>Is on time</li> <li>Ready to go for class</li> <li>Remains in class</li> <li>Attends class</li> </ul>	<p>Student is <u>emerging</u> when:</p> <ul style="list-style-type: none"> <li>Is on time</li> <li>Ready to go for class</li> <li>Remains in class</li> <li>Attends class</li> </ul>
<b>Collaboration and Teamwork</b>	<p>Student is <u>advanced</u> when:</p> <ul style="list-style-type: none"> <li>Works well with others to complete tasks, assignments and projects</li> <li>Takes personal responsibility and accountability for contributions to the team effort</li> <li>Demonstrates respect for teammates</li> <li>Values the contributions of others</li> </ul>	<p>Student is <u>proficient</u> when:</p> <ul style="list-style-type: none"> <li>Works well with others to complete tasks, assignments and projects</li> <li>Takes personal responsibility and accountability for contributions to the team effort</li> <li>Demonstrates respect for teammates</li> <li>Values the contributions of others</li> </ul>	<p>Student is <u>emerging</u> when:</p> <ul style="list-style-type: none"> <li>Works well with others to complete tasks, assignments and projects</li> <li>Takes personal responsibility and accountability for contributions to the team effort</li> <li>Demonstrates respect for teammates</li> <li>Values the contributions of others</li> </ul>
<b>Ethical Behavior, Integrity, and Respect</b>	<p>Student is <u>advanced</u> when:</p> <ul style="list-style-type: none"> <li>Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>Addresses all people, especially adults, appropriately</li> <li>Acts honestly and ethically</li> <li>Uses technology appropriately for its intended use - Digital Citizenship</li> </ul>	<p>Student is <u>proficient</u> when</p> <ul style="list-style-type: none"> <li>Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>Addresses all people, especially adults, appropriately</li> <li>Acts honestly and ethically</li> <li>Uses technology appropriately for its intended use - Digital Citizenship</li> </ul>	<p>Student is <u>emerging</u> when:</p> <ul style="list-style-type: none"> <li>Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>Addresses all people, especially adults, appropriately</li> <li>Acts honestly and ethically</li> <li>Uses technology appropriately for its intended use - Digital Citizenship</li> </ul>

Grade 5-8 Rubric continues on following page

# LCASD Life & Career Skills Rubric

	3 - <i>Routinely</i>	2- <i>Usually</i>	1- <i>Inconsistently</i>
<b>Initiative, Productivity, and Self Direction</b>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>• Works independently and productively while not under direct supervision</li> <li>• Takes action to achieve goals without being told what to do</li> <li>• Uses class time efficiently</li> <li>• Begins tasks in a timely manner (self-starter)</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>• Works independently and productively while not under direct supervision</li> <li>• Takes action to achieve goals without being told what to do</li> <li>• Uses class time efficiently</li> <li>• Begins tasks in a timely manner (self-starter)</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>• Works independently and productively while not under direct supervision</li> <li>• Takes action to achieve goals without being told what to do</li> <li>• Uses class time efficiently</li> <li>• Begins tasks in a timely manner (self-starter)</li> </ul>
<b>Perseverance and Tenacity</b>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Does not complain about tasks, assignments, or projects</li> <li>• Does not give up or refuse to complete something because it is too difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Does not complain about tasks, assignments, or projects</li> <li>• Does not give up or refuse to complete something because it is too difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>• Maintains a positive outlook while working on any tasks</li> <li>• Does not complain about tasks, assignments, or projects</li> <li>• Does not give up or refuse to complete something because it is too difficult</li> <li>• Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>

# Grades 9-12

	3 - Advanced	2– Proficient	1– Emerging
<b>Accountable and Responsible</b>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>Exceeds proficiency in multiple areas.</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>Comes prepared with all necessary materials</li> <li>Hands in work on time and meets scheduled deadlines</li> <li>Notifies teacher in the case of pre-planned absence</li> <li>Contacts the teacher upon return from absences for potential missing work</li> <li>Is on time and ready to go for class</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>Does not meet proficiency standards in this area.</li> </ul>
<b>Collaborative Team Member</b>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>Exceeds proficiency in multiple areas.</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>Works well with others to complete tasks, assignments, and projects.</li> <li>Understands their role and contributes to the team effort</li> <li>Demonstrates respect for teammates Values the contributions of others</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>Does not meet proficiency standards in this area.</li> </ul>
<b>Respectful &amp; Ethical</b>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>Exceeds proficiency in multiple areas.</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>Interacts with faculty, peers, and property in a courteous and respectful manner</li> <li>Follows school policy</li> <li>Acts honestly and ethically</li> <li>Uses technology appropriately for its intended us [i.e EDUCATION!!]</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>Does not meet proficiency standards in this area.</li> </ul>

Grade 9-12 continued on next page

<p><b>Productive &amp; Self Directed</b></p>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>Exceeds proficiency in multiple areas</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>Works productively and efficiently in a timely manner</li> <li>Takes action to achieve goals without being told what to do</li> <li>Advocate on one's behalf when issues with learning occur (FLEX time, retakes...)</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>Does not meet proficiency standards in this area</li> </ul>
<p><b>Tenacity, Grit, &amp; Perseverance</b></p>	<p><u>Student is advanced when:</u></p> <ul style="list-style-type: none"> <li>Exceeds proficiency in multiple areas</li> </ul>	<p><u>Student is proficient when:</u></p> <ul style="list-style-type: none"> <li>Maintains a positive outlook while working on any tasks</li> <li>Does not give up or refuse to complete something because it is too difficult</li> <li>Thinks critically and employs diverse strategies when completing a task</li> <li>Works to complete tasks regardless of personal interest or passion toward the topic</li> </ul>	<p><u>Student is emerging when:</u></p> <ul style="list-style-type: none"> <li>Does not meet proficiency standards in this area.</li> </ul>

# Progress Report Examples

Little Chute Area  
Grade 04 Report Card  
2021-2022  
Page 1 of 3

Student: \_\_\_\_\_  
Homeroom: \_\_\_\_\_  
School: **Little Chute Elementary School**

## Attendance Summary By Term:

SEMESTER 1		SEMESTER 2		Total	
Absent	Tardy	Absent	Tardy	Absent	Tardy

Academic Performance Level for Elem Rubric					
Name	Meets grade level	Approaches grade level	Does not meet grade level	Not assessed at this time	No Evidence
Score	3	2	1	N/A	N/E

Academic Performance Level for Life & Career Skills - K4				
Name	Routinely	Usually	Inconsistently	No Evidence
Score	3	2	1	NE

LIFE & CAREER SKILLS		
	Term	
	SEMESTER 1	SEMESTER 2
I can be responsible.	3	3
I can be respectful.	3	3
I can work cooperatively with others.	3	3
I can problem solve.	3	3
I can follow directions.	3	3
I can complete work as expected.	3	3

ELA 4		
	Term	
	SEMESTER 1	SEMESTER 2
I can determine the theme of a story, drama, or poem.	2	3

ELA 4		
	Term	
	SEMESTER 1	SEMESTER 2
I can identify reasons and evidence from a speaker.	3	3
I can clearly present information.	3	3
I can write an opinion piece.	3	3
I can write an informative piece.	N/A	3
I can write a narrative to develop a real or made-up story.	3	3
I can use appropriate capitalization, punctuation, and resources to help me correctly spell grade-appropriate words within my writing.	3	3

## Reporting Key

- 3 Routinely
- 2 Usually
- 1 Inconsistently



# Progress Report Example:

**Little Chute Area**  
**Grade 09 LCHS Semester 1 2020-21 Grade Report**  
**2021-2022**  
 Page 1 of 2

Student: \_\_\_\_\_  
 School: **Little Chute High School**  
 Counselor: \_\_\_\_\_  
 Generated on: **12/15/2022 12:50:46 PM**

ATTENDANCE	
Term	S1
Days Present	
Days Absent	
Periods Tardy	0

Academic Performance Level for Standard						
Name	Advanced	Proficient	Emerging	Pass	Fail	No Evidence
Score	3	2	1	P	F	NE

Scale Score Average	Letter Grade	GPA
2.67-3.00	A	4.0
2.48-2.66	AB	3.5
2.28-2.47	B	3.0
2.00-2.27	BC	2.5
1.82-1.99	C	2.0
1.62-1.81	CD	1.5
1.42-1.61	D	1.0
1.41-Below	F	0

400	
	Term
	S1
ELE	
Grade (Found. of Manufacturing & Eng.-2)	A
Grade (PLTW-IED A-1)	A
Grade (SPANISH 1A-1)	B

FOUNDATIONS OF MANUFACTURING AND ENGINEERING	
	Term
	S1
I can choose and perform the Operations of Forming, Bonding, Fastening, and Finishing	3
I can identify safety and health protections and procedures that are critical to worker wellbeing.	3
I can identify the importance of safety and different types of safety equipment needed for different welding processes	3
I can demonstrate basic welding joints.	3
I can demonstrate 2D and 3D representations of the designed solution.	3
I can demonstrate the use of Standard Measuring System to 1/16"	3

PLTW-IED	
	Term
	S1

PLTW-IED	
	Term
	S1
I can be a good team member and collaborate.	2
I can be respectful, show integrity, and demonstrate ethical behavior.	2
I can be productive, be self-directed, and demonstrate initiative.	2
I can demonstrate tenacity, grit, and perseverance.	2
I can apply the engineering design process to design a system, component, or process to meet desired needs within realistic constraints.	3*
I can use the accepted practices and techniques of engineering graphics and technical drawings to clearly convey information and ideas.	3*
I can use current engineering tools (ex., spreadsheet software, CADD software) in problem solving and engineering design.	3*
I can communicate technical information or ideas in multiple formats including orally, graphically, textually and mathematically, as appropriate.	2*

SPANISH 1	
	Term
	S1
I can be accountable and responsible.	2
I can be a good team member and collaborate.	2
I can be respectful, show integrity, and demonstrate ethical behavior.	2
I can be productive, be self-directed, and demonstrate initiative.	2
I can demonstrate tenacity, grit, and perseverance.	2

## Reporting Key

- 3**    **Advanced**
- 2**    **Proficient**
- 1**    **Emerging**