

Profile of a Graduate:
Top Six descriptors and definitions (per sub-competency)
Steering Committee Approved: 6/13/2023

ACADEMICALLY READY – Summary List of Skills and Competencies

- **Actively listens & applies knowledge**
- **Connects skills to workplace expectations**
- **Utilizes effective written and verbal communications**
- **Demonstrates proficiency in math skills**
- **Takes responsibility/ownership**
- **Selects coursework based on personal & career goals**

ACADEMICALLY READY – Terms with Definitions

- **Actively listens & applies knowledge**
 - Individuals conceptualize, apply, synthesize, and analyze/evaluate gathered knowledge; they are open-minded, and respect both evidence and reasoning. Individuals understand the “big picture.”
 - Paying attention and applying what is learned.
- **Connects skills to workplace expectations**
 - Individuals not only apply knowledge in the classroom but also demonstrate the ability to apply what is learned in school in a workplace through experiences including but not limited to: shadowing, paid or unpaid internships, cooperative education, diversified occupations, clubs and volunteer activities within the community.
- **Utilizes effective written & verbal communications**
 - Individuals communicate effectively through written and oral methods, including writing memos, emails, letters, texts, and reports, and delivery of the clear articulation of thoughts and ideas in a public setting; includes both technical and creative writing, as well as public speaking.
 - Individuals demonstrate professional and personal etiquette; they are aware of social expectations and refrain from offensive behavior.

- **Demonstrates proficiency in math skills**
 - Individuals use mathematical strategies and procedures, quickly recall mathematical facts and concepts, and problem solve with reasoning skills. *Calculating math with fluency includes: accuracy, flexibility and appropriate response, efficiency, automaticity, and number sense; math fluency builds the foundations students use to tackle more complex, multi-step questions in problem solving and reasoning activities.
<https://www.3plearning.com/blog/mathematical-fluency-problem-solving-reasoning/>
 - Individuals demonstrate proficient, advanced or IEP goals on the state mathematics assessment.

- **Takes responsibility / ownership**
 - Individuals are self-motivated and take responsibility with confidence; they are comfortable with their ownership of decisions and actions.
 - Individuals are comfortable using their skills and strengths.

- **Selects coursework based on personal & career goals**
 - Middle school/junior high school into high school students should be provided with counseling to select appropriate challenging courses that will fulfill their personal goals and career plans and provide a seamless transition from high school into the workforce, military, postsecondary education, or a combination of post high school avenues for successful placement.

WORKPLACE READY – Summary List of Skills and Competencies

- **Embraces diversity**
- **Possesses a strong work ethic**
- **Collaborates & communicates with others**
- **Shows initiative & is willing to learn new skills**
- **Solves problems & thinks critically**
- **Demonstrates punctuality & good attendance**

WORKPLACE READY – Terms with Definitions

- **Embraces diversity**
 - Individuals show respect to others and value their ideas.
 - Individuals are inclusive of different viewpoints and cultures; they remain open-minded, embrace collaboration, and seek to grow in their own perspectives.

- Individuals value different perspectives and cultures; they seek to include the perspectives and voices of others.

- **Possesses a strong work ethic**
 - Individuals exhibit a strong work ethic through their integrity and commitment; they earn the trust of others through honesty and principled behaviors.
 - Individuals adhere to a set of core work values evidenced by their reliability, persistence, honesty, and behavior.
 - Individuals display effective time management skills and the ability to meet deadlines.

- **Collaborates & communicates with others**
 - Individuals work productively with others; they build collaborative relationships with colleagues and customers/clients.
 - Individuals negotiate and manage conflict.
 - Individuals are team players who understand and demonstrate professional, collegial interactions with others.

- **Shows initiative & is willing to learn new skills**
 - Individuals take initiative to start and finish projects or tasks without being prompted; they are internally driven to contribute.
 - Individuals are open to constructive criticism and learn from mistakes.
 - Individuals recognize and are open to leadership opportunities that align with their skills.

- **Solves problems & thinks critically**
 - Individuals identify, analyze, and implement solutions to difficult situations; they use knowledge, facts, and data to reflect on and determine potential solutions.

- **Demonstrates punctuality & good attendance**
 - Individuals will practice good attendance and punctuality at school.
 - Individuals arrive on time and ready to work, and understand the importance of being on time as well as the work- related implications of not being at work on time.
 - Individuals strive for good attendance and communicate with their supervisor regarding any anticipated absence prior to attendance being an issue.

LIFE READY – Summary List of Skills and Competencies

- **Demonstrates healthy lifestyle & habits**
- **Treats others with dignity & respect**
- **Manages stress & uses positive coping skills**
- **Commits to continuous, lifelong learning**
- **Advocates for self & seeks help when needed**
- **Utilizes technology appropriately in interpersonal interactions**

LIFE READY – Terms with Definitions

- **Demonstrates healthy lifestyle & habits**
 - Individuals manage their own personal health, hygiene, and living space; they exercise self-care to address personal, social, mental, spiritual, and physical well-being.
- **Treats others with dignity & respect**
 - Individuals build positive relationships with family, friends, colleagues, and peers through trust and compassion.
 - Individuals exhibit empathy and show that they value and listen to others. Individuals are aware of their own actions and feelings, and how they affect others.
- **Manages stress & uses positive coping skills**
 - Individuals demonstrate resilience; they employ healthy coping strategies to prevent stress, fatigue, and burnout.
 - Individuals know their own strengths, weaknesses, and emotional triggers; they monitor their own emotions and reactions.
 - Individuals value and practice a healthy work-life balance.
- **Commits to continuous / lifelong learning**
 - Individuals understand the importance of continuous learning and they value personal growth.
 - Individuals are encouraged by learning; they view “wrong” answers simply as opportunities to learn.
 - Individuals are resourceful, agile, and take risks; they are not afraid of failure.
 - Individuals display commitment to follow through; they are determined, positive, and committed to achieve their goals.
 - Individuals demonstrate flexibility and adapt to changing conditions.

- **Advocates for self & seeks help when needed**
 - Individuals realize the need to reach out for support when it is needed and are comfortable advocating for themselves.
 - Individuals seek help from others when feeling overwhelmed.

- **Utilizes technology appropriately in interpersonal interactions**
 - Individuals understand the appropriate time and place to use technology. Examples include social media posting, communicating with employers and others.

FUTURE-FOCUSED – Summary List of Skills and Competencies

- **Leverages personal strengths into opportunities**
- **Explores career options through practical experiences**
- **Identifies career path based on strengths/interests**
- **Recognizes and utilizes transferable skills**
- **Organizes time & prioritizes tasks to meet goals**

FUTURE-FOCUSED – Terms with Definitions

- **Leverages personal strengths into opportunities**
 - Individuals are aware of their strengths and aptitudes; they know the areas in which they need to grow.
 - Individuals know how to leverage their strengths and employ them to their advantage.
 - Individuals hold to a growth mindset and seek out feedback & opportunities to learn.

- **Explores career options through practical experiences**
 - Individuals use career-connected learning opportunities to discover personal aptitudes and interests in order to more fully explore career options.

- **Identifies career path based on strengths/interests**
 - Individuals create career plans and pursue education/training based on strengths and interests.
 - Adjusts plans according to changes throughout life.

- **Recognizes and utilizes transferable skills**
 - Individuals understand what transferable skills are and can effectively articulate how skills they have developed transfer into different work opportunities.

- Individuals acquire transferable skills as appropriate through coursework and hands-on learning.
- **Organizes time & prioritizes tasks to meet goals**
 - Individuals demonstrate accountability; they organize their time and honor time commitments and deliverables.
 - Individuals display commitment to follow through; they are determined, positive, and committed to achieve their goals.

CIVIC-MINDED – Summary List of Skills and Competencies

- **Respects others' perspectives & experiences**
- **Accepts responsibility for actions & contributions to society**
- **Engages in community & stays aware of current events**
- **Understands government functions & impacts**
- **Stays informed & votes accordingly**

CIVIC-MINDED – Terms with Definitions

- **Respects others' perspectives & experiences**
 - Individuals embrace diversity through cultures and perspectives; they are aware of global issues and take action to improve current situations.
 - Individuals express concern for others and make positive contributions to the world.
- **Accepts responsibility for actions & contributions to society**
 - Individuals act with integrity and contribute to improving their world.
 - Individuals take personal responsibility to protect the environment and natural resources.
- **Engages in community & stays aware of current events**
 - Individuals demonstrate civic awareness and engagement; they take action to improve their communities.
 - Individuals remain active within civic life; they exercise their rights and obligations as citizens at the local, state, national, and global levels.
 - Individuals serve others; they participate in their communities and volunteer their time and resources.

- **Understands government functions & impacts**
 - Individuals understand governmental processes and remain informed.
 - Individuals demonstrate civic awareness and engagement; they understand how government impacts their lives.
 - Individuals understand and respect the laws and regulations governing their communities.
- **Stays informed & votes regularly**
 - Individuals stay informed about important issues; individuals vote regularly.

FINANCIALLY SAVVY – Summary List of Skills and Competencies

- **Understands finance concepts (debt/savings/credit)**
- **Differentiates between needs and wants**
- **Sets budget with short / long term financial goals**
- **Understands the value of investments for retirement**
- **Comprehends standard payroll deductions and taxes**

FINANCIALLY SAVVY – Terms with Descriptions

- **Understands finance concepts (debt/savings/credit)**
 - Individuals understand different financial institutions, banking products, and interest rates.
 - Individuals understand the obligations of local, state, and federal taxes.
 - Individuals understand establishing and maintaining good credit.
 - Individuals are aware of identity theft and take active steps to prevent threats and mitigate risks.
- **Differentiates between needs and wants**
 - Individuals know how to distinguish between needs and wants; they plan and budget accordingly.
- **Sets budget with short / long term financial goals**
 - Individuals know how to budget and manage money wisely; they are aware of budget constraints and basic budgeting practices.
 - Individuals set financial goals and develop plans to attain goals; they find, evaluate, and apply financial information in order to make sound decisions.

- Individuals purposefully set short- and long-term goals; they are familiar with setting, pursuing, and attaining goals.

- **Understands the value of investments for retirement**
 - Individuals pay themselves (save) within their budgets; they understand the importance of planning for the future and save/invest early in their lives.

- **Comprehends standard payroll deductions and taxes**
 - Individuals understand paycheck line items; they are familiar with common payroll deductions such as taxes and social security.
 - Individuals understand how gross pay is affected by deductions.