

Learning Skills and Work Habits

M = Meeting P = Progressing N = Needs Improvement I = Insufficient Evidence

Engagement (& initiative)	Responsibility (& self-regulation)
<ul style="list-style-type: none"> Comes to classes regularly and on time (<i>reliable and punctual</i>) Actively takes part in projects and activities, and displays necessary focus on learning Follows instructions and meets expectations with minimal supervision Uses class time appropriately to complete tasks and practice skills Regularly uses powerful learning strategies (<i>e.g. makes connections, asks questions, predicts, infers, summarizes...</i>) Completes and submits classwork, homework, and assignments according to required timelines Assesses and reflects critically on own strengths, needs and interests, and independently monitors, assesses, and revises plans to complete tasks and meet goals 	<ul style="list-style-type: none"> Takes ownership for personal behaviour and learning Follows rules and expectations and manages own behaviour (monitors impulses and takes action to remain calm) Typifies positivity, respect, integrity, loyalty, commitment to growth, and advocacy for others Refrains from deceit and speaking negatively of and to others Accepts and apologizes for mistakes, and learns from both positive and negative experiences Identifies opportunities, choices, and strategies to meet personal needs and achieve goals Perseveres and makes an effort when responding to challenges, seeking clarification or assistance when unsure Contributes to a positive environment for all by encouraging and reminding others of their responsibilities
Communication	Collaboration
<ul style="list-style-type: none"> Communicates ideas and information in oral, visual, and/or written forms for different purposes Expresses and organizes communications effectively (<i>e.g., pertinent information, logical organization, clear expression</i>) Uses grade and subject area vocabulary and conventions Uses appropriate non-verbal communication (<i>e.g. posture, facial expressions, eye contact, gestures, tone, etc.</i>) Demonstrates active listening with intent to hear and understand (<i>e.g. seeks and shows understanding</i>) before giving opinion Speaks clearly and with appropriate pace and volume Is able to engage in and respond calmly even when stressed Responds respectfully to the ideas, opinions, values, and traditions of others 	<ul style="list-style-type: none"> Accepts various roles and an equitable share of the work when working in a group Portrays friendliness, establishes rapport and trust, and builds healthy relationships Actively participates in sharing of information, resources, and expertise, and promotes critical thinking to solve problems and make decisions Encourages sharing (<i>e.g. asks questions, gives praise, uses self-disclosure and humour, etc.</i>) and advocates appropriately for the rights of self and others Demonstrates confidence, gives constructive feedback, and is respectful in disagreement Respects other opinions, demonstrates open-mindedness and concern, and works with others to resolve conflicts, compromise, and build consensus



(Please complete, sign, and detach the form below, and return it to the school office.)



Student:	Grade:	Birthdate:
Student's Comments <ul style="list-style-type: none"> My best work is: My goal for improvement is: 		
Student's Signature: _____		
Parent's/Guardian's Response		
<input type="checkbox"/> I have received this report card. <input type="checkbox"/> I would like to discuss this report card. Please contact me.		
Parent's/Guardian's Name (<i>please print</i>):	Signature: 	Date:
Telephone (<i>day</i>):	Telephone (<i>evening</i>):	