RVCS

MIDDLE SCHOOL ILP AND PORTFOLIO
2017-2018
Introduction

The portfolio is a collection of information and self-reflections that allow any reader to understand the full extent of your learning for this school year. The goal is not only to show the work that you completed, but also to illustrate the process of learning and growth that you experienced. The portfolio will become a portrait of who you are as a learner, how you have grown this year, and how you would like to continue to grow in coming years.
Requirements

Your portfolio should reflect all aspects of your learning this year. As a result, it must include information about your academic work, your personal reading and thinking, and your extra-curricular activities (Spelectives, Service, Cross Country, Math Team, Personal, Etc) inside or outside of school. The specific list is provided below:

- Examples of work for each of the Habits of Learning (Creativity, Critical Thinking, Citizenship, Compassion, Communication, Collaboration, Curiosity and Commitment), all according to the rubric provided;
- There should be at least 2-3 pieces of work per term represented in each Habit of Learning.
- Written reflections on the work and how they represent your growth in the Habits of Learning.
- **You will write 5 reflections. One for each subject area as well as Project Group.**

The examples of work for each of these areas should be carefully selected to follow the guidelines of each section’s rubric. Reflections should be carefully written and follow the reflection guide. Examples of work should also include as many different media as possible, including writing, art, and/or performance.

Your portfolio binder must include the following:
- 3 inch binder, any color, with a plastic sleeve for cover page
- Plastic sheet protectors for each item
- 8 tab subject dividers
- First and last names and year clearly and neatly written on the cover and spine
Organization

Your portfolio should be an expression of yourself, your thinking, and your learning. However, it is also important that the information be organized in a way that allows readers to understand the information. The following are the organization requirements for the portfolio:

- Work must be organized into three TERMS
- Each term must include sections for each of the Habits of Learning including Creativity, Citizenship, Compassion, Communication, Collaboration, Curiosity, Critical Thinking and Commitment
- The portfolio must be neatly presented, including tab dividers between sections and no loose papers or materials
- The portfolio must be clearly labeled, including your full name and the school year on both the front cover and the spine

Reflections

The reflection writings are the most important feature of your portfolio. These writings are your opportunity to think about your learning and identify the ways that you have grown as a learner throughout the year. Use the templates provided to help you reflect on your work and the HABITS OF LEARNING for each term.
**CURIOSITY**: An internal spark that begins with wonder and leads to exploration. It is sustained by questioning, motivation and passion.

Consider the following when selecting work:
- Work that required me to ask questions
- An example of research (entire process from brainstorming to the final product)
- An investigation, including the process and discoveries
- A piece of work where I explored my own interests

Reflection Template and Questions:
- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.
- Paragraph 2: Discuss your experience or process in doing this work.
  Consider the Following:
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?
- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

Questions for reflection:
*How does this piece show authentic engagement?*
*How did I explore the natural or social world?*
*How did I use new discoveries to connect to prior knowledge?*
*Did this piece of work lead to any new interests or understandings about myself?*
**COLLABORATION:** The ability to work with others for a common purpose, with intent and effort.

Consider the following when selecting work:
- Work that required me to team with a partner or a group.
- Work that required me to combine ideas and make compromises.
- Work that required me to listen to other people’s ideas.
- Projects completed with members of the larger community (other levels, outside of the school community)

**Reflection Template and Questions:**
- **Paragraph 1:** Describe the work and its purpose, larger project or unit of study to which the work relates.
- **Paragraph 2:** Discuss your experience or process in doing this work.
  
  Consider the Following:
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?

- **Paragraph 3:** Identify and explain how this piece represents the Habit(s) of Learning.

**Questions for reflection:**
*Did I listen to my partner(s) and work with them productively?*
*How did my participation lead to a successful final product?*
*How did I grow in my collaboration skills as a result of this work?*
*What could I do in the future to improve upon this Habit of Learning?*
**CREATIVITY**: Using an original or unique approach in producing a piece of work or solving a problem. Outward expression of inner spirit.

**Consider the following while selecting work:**
- A piece of work that required “out of the box thinking”
- A picture or visual of creative work
- A creative way to express my knowledge
- Work that required a creative piece of writing

**Reflection Template and Questions:**
- **Paragraph 1**: Describe the work and its purpose, larger project or unit of study to which the work relates.
- **Paragraph 2**: Discuss your experience or process in doing this work.
  - **Consider the Following**:
    - Discuss how the work relates to an interest or passion of yours.
    - Describe how the work challenged you or stretched you in some way.
    - Explain why you felt successful and/or disappointed with your work.
    - How have you grown as a result of this learning experience?
- **Paragraph 3**: Identify and explain how this piece represents the Habit(s) of Learning.

**Questions for reflection:**
*How did I grow in the creative process as a result of this work?*
*How did this work challenge the way I express myself?*
*How did this work represent my understanding in a new way?*
*What is my personal connection to this piece of work and how did this impact the final outcome?*
CITIZENSHIP: Application of peace education attributes to have a positive impact on the world.

Consider the following while selecting work:

- Individual Service Project planning and work
- Work involving mentoring, including buddies
- Educating people outside of the school community
- Work related to improving the school, local or greater community

Reflection Template and Questions:

- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.

- Paragraph 2: Discuss your experience or process in doing this work.
  Consider the Following:
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?

- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

Questions for reflection:

How did this work increase my level of awareness of the needs of the community?
How does this work show my level of engagement in the school, local or greater community?
How has this work made a positive impact on the community?
**CRITICAL THINKING:** Critical thinking is looking at your world with a questioning and analytical mind. It’s looking for evidence and connections, searching for truth. It is the ability to not just accept what is presented to you.

**Consider the following when selecting work:**

- Work that shows student’s opinions based on information backed up by facts
- Work that communicates thinking in a clear and thoughtful way
- Work that poses and/or answers thought provoking questions
- Work that demonstrates evidence of solving problems creatively
- Work that challenges me to analyze information and ideas to form my own thoughts and judgements.
- Work that took time and effort

**Reflection Template and Questions:**

- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.

- Paragraph 2: Discuss your experience or process in doing this work.

  **Consider the Following:**
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?

- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

**Questions for reflection:**

*How does this work represent my problem solving process?*

*How does this work demonstrate my strengths and challenges when asking questions, finding evidence, or developing an opinion/drawing a conclusion?*

*Does this piece of work show an example of sustained effort? What drove me persistence?*
COMMUNICATION: The ability to connect with others and make connections through the effective expression of thoughts and feelings.

Consider the following when selecting work:
- Work that required sharing of ideas
- A project that required working with a group
- Verbal communication work (metaphor, analogy, proverbs)
- Work that required me to present in front of the class or larger community

Reflection Template and Questions:
- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.

- Paragraph 2: Discuss your experience or process in doing this work.
  Consider the Following:
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?

- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

Questions for Reflection:
How did this work improve my communication skills when working with peers or adults?
How did this work improve my presentation skills? How can I improve further?
In what ways does this work show or represent how I communicated effectively with peers or teachers?
Does this work show or represent an instance when I was ineffective in my communication with peers or adults? What did I learn from the experience?
COMPASSION(GRACE and COURTESY): Having grace refers to presenting one’s self in a peaceful, calm, respectful, and/or thoughtful way. Courtesy is extending one’s grace toward others out of respect, caring or concern for the other.

Consider the following when selecting work:

- A self-reflective or expressive work that reflects grace in some way
- Work that demonstrates service or concern for others
- A project that requires learning about other people/cultures
- Evidence of caring or helping others or the environment
- An activity that required me to think about my composure or how I presented myself or my ideas.

Reflection Template and Questions:

- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.
- Paragraph 2: Discuss your experience or process in doing this work.
  Consider the Following:
  Discuss how the work relates to an interest or passion of yours.
  Describe how the work challenged you or stretched you in some way.
  Explain why you felt successful and/or disappointed with your work.
  How have you grown as a result of this learning experience?
- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

Questions for Reflection:
What role did grace and/or courtesy play in this work? Did it help me succeed?
How did this activity increase my understanding about myself or others?
What lesson did I learn about grace and/or courtesy? How will I carry this lesson into the future?
**COMMITMENT:** Showing dedication and engagement in a sustained or repeated way. Maintaining your effort on a project or piece of work to see it through to completion, even in the face of temporary roadblocks and setbacks.

**Consider the following when selecting work:**
- Work that required a sustained effort or multiple drafts or attempts
- Work that presented a special challenge for me, where I may have felt like quitting
- Evidence of success after trying, perhaps failing, and then trying again
- A piece where I saw myself go beyond your normal level of effort
- An assignment that a teacher, other adult, peer, or family member helped me maintain your commitment.

**Reflection Template and Questions:**
- Paragraph 1: Describe the work and its purpose, larger project or unit of study to which the work relates.

- Paragraph 2: Discuss your experience or process in doing this work.  
  **Consider the Following:**
  Discuss how the work relates to an interest or passion of yours.  
  Describe how the work challenged you or stretched you in some way.  
  Explain why you felt successful and/or disappointed with your work.  
  How have you grown as a result of this learning experience?

- Paragraph 3: Identify and explain how this piece represents the Habit(s) of Learning.

**Questions for Reflection:**
*Specifically, how did I show dedication and/or engagement with this work in a sustained or repeated way?*

*Can I describe the process I went through and at what point I may have felt like quitting?*

*Was there something in particular about this piece of work that required me to put forth an added level of commitment?*

*What roadblocks or barriers to success did I face? How did I get around them?*

*When I wanted to give up, what kept me going?*

*What did I learn about myself that I could use the next time I face a setback?*

*What did I learn about the role others can play in helping me keep a commitment?*
Term ____ Individual Learning Plan

Name _____________________________     Advisor _______________________________

Personal Growth Goal
During this term focus on an area that you need to strengthen such as: 1) working as part of a team, 2) listening respectfully, 3) having self control, 4) taking leadership, 5) asking for help when needed, 6) problem solving skills, 7) speaking up in class, or 8) or your own specific area for improvement. Write your goal below and explain why you chose it.

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Reflection: Using the space below, write about your challenges and progress in addressing this goal. Use specific examples to illustrate your challenges and progress. Write the date of your reflection.

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Habits of Learning Goal
Read the list below and choose one area to focus on for the term.

<table>
<thead>
<tr>
<th>Critical Thinking</th>
<th>Creativity</th>
<th>Citizenship</th>
<th>Compassion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication</td>
<td>Collaboration</td>
<td>Curiosity</td>
<td>Commitment</td>
</tr>
</tbody>
</table>

Using the space below, write about your goal, why you selected it, and the steps you will take to achieve it.

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Reflection: Using the space below, write about your challenges and progress in addressing this goal. Use specific examples to illustrate your challenges and progress. Write the date of your reflection.

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Academic Goal

By focusing on this specific subject and study skills, you can improve your learning in that subject because you are addressing your weaknesses as a learner.

Goal Setting Steps:

1. Which academic area will be your focus this term?

2. What has been your greatest weakness in that subject area? Please use a copy of the progress report from your advisor to help you identify this academic area.

3. Which study skill(s) will address that weakness? This (these) study skill(s) will be your focus for the term.

   ___ time management  ___ note taking skills
   ___ organization skills  ___ using planner effectively
   ___ homework skills  ___ completing work on time
   ___ test taking skills  ___ keeping locker organized
   ___ Other (explain) ________________________________________

4. What specific steps are you going to take to learn and use this study skill?

___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Reflection: Using the space below, write about your greatest challenges and your progress in improving your study skill focus this term. Also, reflect on how focusing on that skill has affected your academic area.

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Group Responsibility Goal

What is your group’s goal for the term?

____________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

What efforts has the group made to meet this goal?

____________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

What efforts have you made to help meet this goal?

____________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
## PORTFOLIO CHECKLIST

<table>
<thead>
<tr>
<th>Subject</th>
<th>Number of Works Included</th>
<th>Type of Work - should be a good variety (written, assessment,</th>
<th>Reflection - Habits of Learning Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH</td>
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<td>LA</td>
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<td>HUMANITIES</td>
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<td>SCIENCE</td>
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<td>PROJECT GROUP</td>
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<tr>
<td>OTHER</td>
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