

Measuring and Reporting Student Employability Skill Attainment



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Objectives:

- Document Employability Skill attainment
- Meet industry request for Employability Skill training
- OhioMeansJobs (OMJ) Readiness Seal alignment



Great Oaks Educational Region

- Four Campuses and Satellite Programs
- Serve 36 School Districts
- Over 1200 Business Partners



Purpose

We are Great Oaks—the first choice in providing innovative career training to empower individuals and communities

Goals

All associates work together to:

- **Prepare and support all learners to successfully enter, compete and advance in their educational and career paths.**
- **Create an environment and provide resources that meet the evolving needs of learners, industry and our communities.**



Clean for My Career – C4MC

- **Voluntary Drug Testing**
 - **Non-Punitive**
- **All Students Initially Screened**
- **Students Randomly Tested at least Once a Quarter**
- **Participation**
 - **Year 1 = 77 Participants**
 - **Year 2 = 175 Participants**
- **Results**
 - **1 Positive Test**
 - **2 Self Opt-Outs**



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Employee Training Needs

Advisory Committee Questionnaire

- **List the top skills you would like me to teach**

Show up on time in uniform

Listen and follow instructions

Communication skills

- **Shift in class/lab management**

What does the workplace look like?

Standards of quality

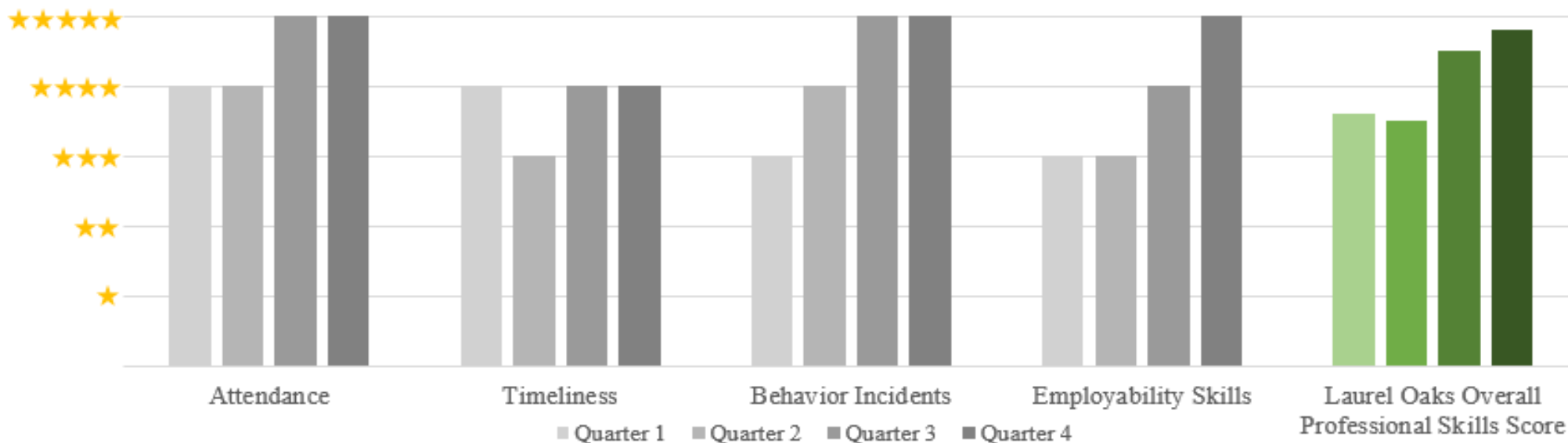
Using more teachable moments





John Smith – Welding 1

Professional Skills Score: 4.1 of 5.0 Stars



	ATTENDANCE	TIMELINESS	BEHAVIOR INCIDENTS	EMPLOYABILITY SKILLS	PROFESSIONAL SKILLS SCORE
QUARTER 1	4	4	3	3	3.6
QUARTER 2	4	3	4	3	3.5
QUARTER 3	5	4	5	4	4.5
QUARTER 4	5	5	4	5	4.8

The Professional Skills Score is calculated each quarter using scores in four different categories on a 0-5 scale. Each category is weighted based off input from local employers. A further breakdown of how scores are calculated are included on the back of this document.

Setting Benchmarks

Group Discussions

- Leadership Team
- Career Tech Instructors
- Business Advisory Councils

Launch of the Program

- 2nd Semester 16-17
- Included with Report Cards





John Smith – Welding 1

Professional Skills Score: 4.1 of 5.0 Stars

Attendance		
This measure includes any absence other than a school related event.		
Score	Days Per Quarter	Attendance Rate
5	1 Day	100%-97%
4	Up to 3 Days	93%-96.99%
3	Up to 4 Days	92.99%-90%
2	Up to 6 Days	89.99%-85%
1	More than 7 Days	84.99% and below

Timeliness	
This measure includes any tardiness to school.	
Score	Timeliness
5	0-1 Tardies
4	2-3 Tardies
3	4-5 Tardies
2	6-8 Tardies
1	9 or More

Behavior Incidents	
This measure includes the number of discipline referrals issued by instructors or administration. Incidents are assigned a point value based on their severity.	
Score	Infraction Point Range
5	0-1
4	2-3
3	4-5
2	6-8
1	9 or More

Professional Skills		
At the end of each quarter, Career Tech teachers rate each student's ability to participate cooperatively, productively, and respectfully work in teams and to plan, organize and complete assigned tasks accurately and on time.		
	STANDARD 1: Student participates cooperatively and respectively in groups and collaborative tasks.	STANDARD 2: Student completes tasks on time and with accuracy .
5	<ul style="list-style-type: none"> Exemplary work with others in groups Very respectful of others Demonstrates leadership Improves learning environment 	<ul style="list-style-type: none"> Always completes on time Consistently high level of accuracy No missing assignments Passed WebXam or Industry Credential
4	<ul style="list-style-type: none"> Works productively with others Respectful of others Contributing team member Periodic leadership 	<ul style="list-style-type: none"> Nearly always completes tasks on time Consistently above average accuracy Up to 2 missing assignments
3	<ul style="list-style-type: none"> Works adequately in groups Mostly respectful of others Does what is required but doesn't go beyond 	<ul style="list-style-type: none"> Completes tasks on time a majority of the time Completed work accuracy is average Up to 3 missing assignments
2	<ul style="list-style-type: none"> Works with others when required Occasionally has issues respecting others Contributes occasionally 	<ul style="list-style-type: none"> Has difficulty getting tasks completed on time Completed work accuracy is below average 4 to 6 missing assignments
1	<ul style="list-style-type: none"> Difficulty working with others Can be disrespectful to others Rarely contributes to group tasks. 	<ul style="list-style-type: none"> Regularly has late work Completed work accuracy is consistently below average 7 or more missing assignments

Initial Data

Placement Type	Average Score
Non-related Education	4.50
Related Education	4.45
Military	4.23
Employed Related	4.17
Employed Non-related & Related Education	4.17
Employed Related & Related Education	3.99
Employed Non-related	3.85
Not working, seeking employment	3.73
Not working, not seeking employment	3.64

Tuning the System

Diamond Oaks Involvement

- **Adjust Career Tech Standards**
- **Score Items More Frequently**
- **Have Conversations with Students**



OhioMeansJobs Readiness Seal Arrives

- **Demonstrate proficiency in each of 15 identified professional skills.**
- **Using the OhioMeansJobs-Readiness Seal Form, record how he or she demonstrated each professional skill.**
- **Have each skill validated (confirmed) by at least one mentor.**



OhioMeansJobs Readiness Seal Components

Part 1

Pledge to be Drug Free

Part 2

Reliability

Work Ethic

Punctuality

Discipline

Collaboration

Professionalism

Learning Agility

Critical Thinking

Leadership

Creativity

Communication

Technology

Intercultural Fluency

Career Management





Student OhioMeansJobs Readiness Seal Rubric

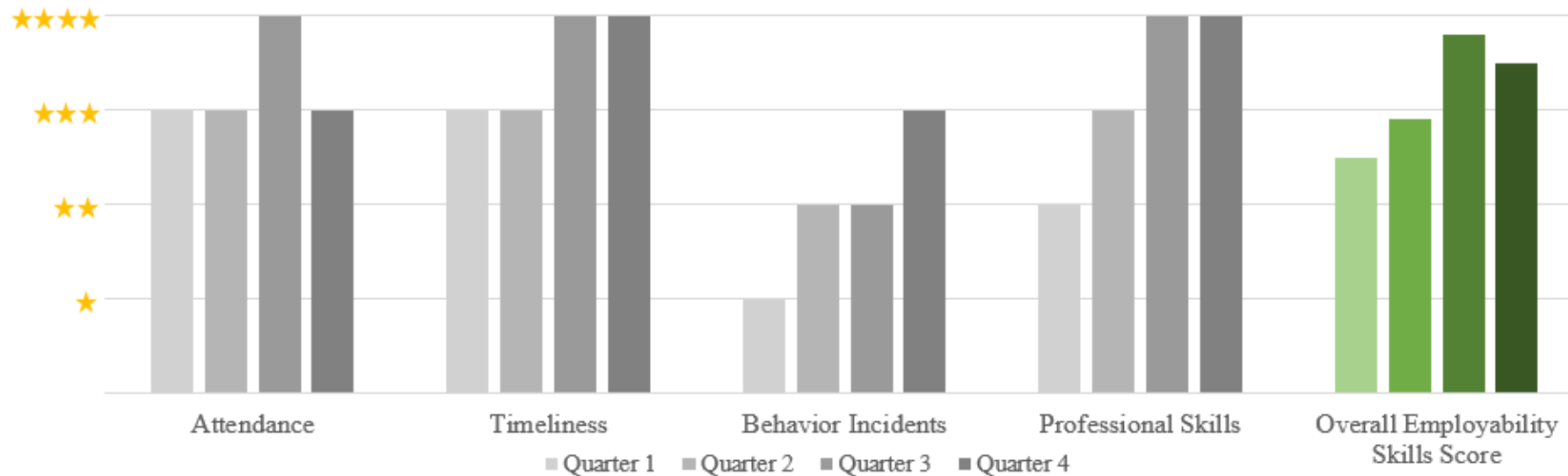


Criteria	Skill Levels			
	Expert	Proficient	Developing	Beginner
Exceeds Expectation Students who exceed expectations do so without supervision	OhioMeansJobs-Readiness Seal Standard		Requires Further Development Students may require further development or need direct supervision	
	Meets Expectation Students who meet expectations do so with limited supervision			
Reliability The student has integrity and responsibility in professional settings.	Manages commitments, respectful of time (own as well as others). Is trustworthy and has a clear sense of right and wrong. Adheres to standard operating procedures and organizational values and principles. Recognized by peers for reliability and can coach or mentor others.	Manages commitments and is respectful of time (own as well as others) and trustworthy. Adheres to standard operating procedures and organizational values and principles.	Minimal coaching required to manage commitments and is respectful of time (own as well as others) and trustworthy. When directed, will follow the standard operating procedures and organizational values and principles.	Requires direction to help manage commitments and ensure tasks are completed in a timely manner. Listens to others when directed to the standard operating procedures and organizational values and principles but may need reminders to follow them.



John Doe – Auto Mechanics

Employability Skills Score: 3.2 of 4.0 Stars



	ATTENDANCE	TIMELINESS	BEHAVIOR INCIDENTS	EMPLOYABILITY SKILLS	PROFESSIONAL SKILLS SCORE
QUARTER 1	3	3	1	3	2.5
QUARTER 2	3	3	2	3	2.9
QUARTER 3	4	4	2	4	3.8
QUARTER 4	3	4	3	4	3.5

The Overall Employability Score is calculated each quarter using scores in four different categories on a 0-4 scale. Each category is weighted based off input from local employers. A further breakdown of how scores are calculated are included on the back of this document.

Professional Skills Scoring System

Attendance

This measure includes any absence other than a school related event.

Score	Days Per Quarter	Attendance Rate
4	2 of Fewer Days	100% - 95%
3	3 to 4 Days	94% - 90%
2	5 to 6 Days	89% - 86%
1	7 or More Days	Less than 85%

Timeliness

This measure includes any tardiness to school.

Score	Timeliness
4	0-2 Tardies
3	3-4 Tardies
2	5-6 Tardies
1	7 or More

Behavior Incidents

This measure includes the number of discipline referrals issued by instructors or administration. Incidents are assigned a point value based on severity.

Score	Infractions
4	No to Minor Infractions
3	Multiple Infractions
2	Frequent Infractions
1	Major Infractions

Employability Skills

At Great Oaks, we want our students to learn, practice and value the employability skills listed below. They are scored weekly by our Career Tech Instructors.

STANDARD 1:

Workplace Practices & Communication

- Wears uniform and PPEs during lab
- Appropriate workplace safety/behavior
- Work-appropriate language and respects others
- Active listening skills
- Motivates and helps others

STANDARD 2:

Independence & Quality

- Remains focused on tasks at hand
- Exhibits creativity/problem solving skills
- Asks for help after attempting task first
- Follows instructions and meets quality expectations
- Corrects work with a positive attitude

Score	Rating	Rating
4	Expert	Meets standards 95% - 100% of the time
3	Proficient	Meets standards 85% - 94% of the time
2	Developing	Meets standards 70% - 84% of the time
1	Beginner	Meets standards less than 69% of the time

Rating criteria are based on essential skills as outlined by OhioMeansJobs – Readiness Seal.

Overall Score

Stars	Rating	Description
★★★★	Expert	Employability Skills are practiced with ease
★★★	Proficient	Employability Skills are practiced in most situations
★★	Developing	Employability Skills are practiced frequently
★	Beginner	Employability Skills are practiced with guidance

Overall rating is based on weighted scores of Attendance, Timeliness, Behavior and Employability Skills

Next Steps

- Develop and share resources with staff
- Involve academic instructors
- Obtain feedback from Industry Partners



Questions?

Thank You!

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