

# Portrait of a Graduate - Student Digital Portfolios

ESBOCES Curriculum Council  
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# SWR Portrait of a Graduate

- Over a two year period, the district identified a set of traits that form our vision of the Portrait of Graduate, incorporating the characteristics we would want all of our students to possess upon graduation from high school
- This work was undertaken by a diverse group of stakeholders that included students, teachers, administrators, parents, and community members
- From this work, eight traits were identified that include:
  - Adaptability
  - Civic-Mindedness
  - Critical Thinking
  - Effective Communication
  - Empathy
  - Growth Mindset
  - Resilience
  - Responsibility



# Digital Portfolios

- To help students capture their development aligned with each of the portrait of a graduate traits, a team of stakeholders worked to develop a structure and process for students to create digital portfolios of their accomplishments aligned with each trait
- Working as a subcommittee of the district's Curriculum Development Committee, this group met throughout the course of the 2024-2025 school year and crafted a set of components, processes, and considerations that supported implementation of this system with students
- The facets associated with student digital portfolios include:
  - A template for students to use for organizing and embedding portfolio content
  - A rubric for student self-evaluation of the process of creating their portfolio
  - A rubric to be used for evaluating the completed portfolio at some point in their senior year of high school
  - Documented procedures and processes for monitoring progress with, supporting development of, and offering feedback for, each student's portfolio



# Student Digital Portfolio Template



# Formative Evaluation Rubric Template

Category	Not Evident	Progressing	Proficient	Advanced
<b>About Me</b>	Elements of this component are missing or significantly incomplete.	Page includes basic information about the student and their journey. The page lacks details and examples or supporting evidence.	Page includes a sufficient amount of information to meet the requirements for this component of the portfolio.	Page demonstrates a high degree of detail, reflection, and depth about the student and their journey
<b>PoG Trait: Adaptability</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of adaptability, additional examples needed.	Page includes sufficient examples of student demonstration of adaptability.	Page includes ample examples of student demonstration of adaptability illustrated in a clear and visually compelling presentation
<b>PoG Trait: Civic-Mindedness</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of civic-mindedness, additional examples needed.	Page includes sufficient examples of student demonstration of civic-mindedness.	Page includes ample examples of student demonstration of civic-mindedness illustrated in a clear and visually compelling presentation
<b>PoG Trait: Critical Thinking</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of critical thinking, additional examples needed.	Page includes sufficient examples of student demonstration of critical thinking.	Page includes ample examples of student demonstration of critical thinking illustrated in a clear and visually compelling presentation
<b>PoG Trait: Effective Communication</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of effective communication, additional examples needed.	Page includes sufficient examples of student demonstration of effective communication.	Page includes ample examples of student demonstration of effective communication illustrated in a clear and visually compelling presentation



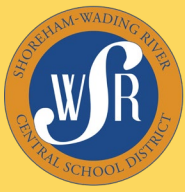
# Formative Evaluation Rubric Template

Category	Not Evident	Progressing	Proficient	Advanced
<b>PoG Trait: Empathy</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of empathy, additional examples needed.	Page includes sufficient examples of student demonstration of empathy.	Page includes ample examples of student demonstration of empathy illustrated in a clear and visually compelling presentation
<b>PoG Trait: Growth Mindset</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's employing a growth mindset, additional examples needed.	Page includes sufficient examples of student employing a growth mindset.	Page includes ample examples of student employing a growth mindset illustrated in a clear and visually compelling presentation
<b>PoG Trait: Resilience</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of resilience, additional examples needed.	Page includes sufficient examples of student demonstration of resilience.	Page includes ample examples of student demonstration of resilience illustrated in a clear and visually compelling presentation
<b>PoG Trait: Responsibility</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's demonstration of responsibility, additional examples needed.	Page includes sufficient examples of student demonstration of responsibility.	Page includes ample examples of student demonstration of responsibility illustrated in a clear and visually compelling presentation
<b>Awards/ Achievements/ Recognitions</b>	Elements of this component are missing or significantly incomplete.	Page includes some examples of student's awards, achievements, and recognitions; could use more examples if available.	Page includes sufficient examples of student awards, achievements, and recognitions.	Page includes ample examples of student awards, achievements, and recognitions illustrated in a clear and visually compelling presentation



# Summative Evaluation Rubric Template

Category	Not Yet Proficient	Proficient	Exemplary
<b>About Me</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Adaptability</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Civic-Mindedness</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Critical Thinking</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Effective Communication</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.



# Summative Evaluation Rubric Template

Category	Not Yet Proficient	Proficient	Exemplary
<b>PoG Trait: Empathy</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Growth Mindset</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Resilience</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>PoG Trait: Responsibility</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.
<b>Awards/ Achievements/ Recognitions</b>	Basic elements associated with this category are missing or incomplete.	All required elements associated with this category are present and meet the proficiency standard.	All required elements associated with this category are present and demonstrate a high degree of attention to detail and self-reflection well beyond the proficient level.



# Examples of Content Embedded Within Digital Portfolios

- Academic Achievements
  - Essays, research, creative writing, content-area projects
- Capstone/Graduation Project
  - Senior project or presentation, high school journey reflective summary or impact statement Career and College Readiness
  - Resume, cover letter(s), internship experiences, work experience, college level assessments (ACT, SAT, AP exams, etc.), career aspirations
- Certificates and Awards
  - Any certificates achieved (CPR, Adobe, Microsoft, Micro-credentials, etc.); awards and honors for academics, arts, or athletics
- Creative Works
  - Projects, artwork, musical compositions/performance, theatrical performances
- Personal Development
  - Goal setting and progress reflections, peer review feedback or self-assessments, journal entries or reflective essays about personal growth
- Service and Extra-Curricular Activities
  - Leadership experiences, club memberships, athletic accolades (individual and team), volunteer work, community service projects
- Skills and Competencies
  - Technological skills (coding, graphic design, digital media, etc.), language proficiency such as the NYSSB, NYSSCR, programming expertise (Office, Workspace, etc.)



# Digital Portfolio Implementation Plan

The plan for implementation of the student digital portfolios has included:

- Providing the opportunity and ongoing support for all students entering Grade 9 in 2025-2026 to set up their portfolio template and understand how to collect and post information to it
  - Time allocated within the required Digital Literacy course for training on how to upload information and design pages in the digital portfolio
  - Instruction on how to set up their digital portfolio in Canva within the Digital Literacy course
- Instruction on how to set up, navigate, and enter information into the portfolio for students in Grade 8 through lessons coordinated with the middle school library (scheduled for this spring)
- Training for home base advisors on how to navigate and support students with their work developing their digital portfolios, including on the structure and intended content for each component and the content of the rubrics (formative and summative)
- Development of short video presentations by students that will be delivered during home base periods to provide guidance and instruction to students on the various phases of work associated with advancing development of their portfolio



# Digital Portfolio Implementation Plan

The plan for implementation of the student digital portfolios includes:

- Portfolio progress monitoring, check-ins, and annual review of the student's self-assessment conducted during the home base period with the student's home base advisor
  - The formative evaluation rubric will serve as the benchmark for self evaluation by each student and will be shared and discussed with the home base advisor for feedback and guidance to help the student identify, and strategize how to address, any noted gaps that could impact progress toward successful completion
- A final portfolio presentation of the completed digital portfolio that will take place at some point during senior year (commencing with the 2028-2029 school year) to a committee consisting of an administrator, the student's home base advisor, and a student selected adult that will utilize the summative evaluation rubric to determine if the portfolio meets the established proficiency standard, falls below the standard, or exceeds the standard
- No grade will be assigned to the portfolio
- Some form of recognition (to be determined) for portfolios that attain a rating of "exemplary"
  - This could take the form of a seal, a certificate, a graduation chord, or something of this nature