

Ken-Ton Guide for the Seal of Civic Readiness

Civic-ready students use civic knowledge, skills, and mindsets to make decisions and take actions for themselves, their communities, and public good as members of a culturally diverse, democratic society. In order to earn the Seal of Civic Readiness, by May of Senior year, high school students must provide evidence in Civic Knowledge and Civic Participation by completing components in the chart below. The seal is earned when students achieve **six total points** in the criteria below with at least two points on each side (for example, not all points can be earned in Civic Knowledge, a Civic Ready Graduate has a combination of knowledge and skills).

Criteria for Demonstrating Proficiency in Civic Knowledge					Criteria for Demonstrating Civic Participation				
	Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval		Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval
1a. Four (4) Social Studies courses required for graduation	1				2a. Civic Skills, Actions, and Mindsets Complete a high school civic project	1.5*			
1b. Social Studies Regents Exams - Mastery level (85+) Exam Scores: Global History & Geography Regents _____ United States History Regents _____	1.5*				2b. Civic Experiences Area I Complete a service learning project	1*			
1c. Social Studies Regents Exams - Proficiency Level (65+)** Exam Scores: Global History & Geography Regents _____ United States History Regents _____	1*				2c. Civic Experiences Area II Demonstrate proficiency in an elective course that promotes civic engagement Course(s):	.50*			
1d. Advanced Social Studies Courses List courses below:	.5*				2d. Civic Experiences Area III Participate in an extra-curricular program, or work-based learning experience	.50*			
1e. Research Project	1				2e. Middle School Capstone Project (<i>under development</i>)	1*			
can be earned multiple times					2f. High School Capstone Project	4			
Points Earned					Points Earned				
(sample completed charts)					Total Points Earned:				



Seal of Civic Readiness



Criteria for Demonstrating Proficiency in Civic Knowledge

Four (4) Social Studies courses required for graduation

(1 point)

- Obtain course credit in Global History & Geography I
- Obtain course credit in Global History & Geography II
- Obtain course credit in United States History & Government
- Obtain course credit in Participation in Government & Economics

Or the equivalent of these courses, as approved by the local public school superintendent or his or her designee or by the chief administrative officer of a registered nonpublic high school

How Points Awarded:

Transcript Records in Infinite Campus are Evidence.
Civic Readiness Committee (CRC) will confirm for reporting purposes.

Social Studies Regents Exams

- Demonstrate Mastery (85% or higher) level on
 - Global History & Geography II Regents Exam
 - United States History Regents Exam

- Demonstrate Proficiency (65 - 84%) level on
 - Global History & Geography II Regents Exam
 - United States History Regents Exam

(1.5 points)

(1.5 points)

(1 point)

(1 point)

For June 2020 and June 2021 Regents exams, NYS COVID regulations in place - students who passed the respective social studies course automatically earn 1 point for either exam they were scheduled to take that year.

How Points Awarded:

Transcript Records in Infinite Campus are Evidence.
Civic Readiness Committee (CRC) will confirm for reporting purposes.



Seal of Civic Readiness



Criteria for Demonstrating Proficiency in Civic Knowledge

Advanced Social Studies Courses

- Demonstrate proficiency in an advanced social studies course, this means pass and earn school credit (regardless of score on AP or IB exams)
 - Pre-AP World History (9th grade) **(0.5 point)**
 - AP World History (10th grade) **(0.5 point)**
 - AP U.S. History & Government **(0.5 point)**
 - AP European History **(0.5 point)**
 - AP Microeconomics **(0.5 point)**
 - AP American Government & Politics **(0.5 point)**
 - IB History HL 1 **(0.5 point)**
 - IB Economics **(0.5 point)**
 - IB History HL 2 **(0.5 point)**

How Points Awarded: -Transcript Records in Infinite Campus are Evidence.
-Civic Readiness Committee (CRC) will confirm for reporting purposes.

Research Project

- Demonstrate civic knowledge through a social studies research project. This project must be approved by the District's Seal of Civic Readiness Committee.
 - **Civic Knowledge Research Project** Criteria **(1 point)**

How Points Awarded: -Students will upload finished project and completed rubric into their Civic Readiness (CR) Canvas course.
-Civic Readiness Committee (CRC) will confirm for reporting purposes.



Seal of Civic Readiness



Criteria for Demonstrating Civic Participation

Civic Skills, Actions, and Mindsets

Complete a High School Civics Project

- Complete a high school civic project that demonstrates civic knowledge, skills, actions and mindsets, as established by the local Seal of Civic Readiness Committee (SCRC).
- This is a required component of the KE/KW Participation in Government Class (12th grade) and will be completed as part of that course.
 - [Civics Policy Paper Outline](#) **(1.5 points*)**
 - [Rubric for Civics Policy Paper](#)
- For any students outside of this course that wishes to earn these points independently they can follow the same criteria as listed in the resources above; also see Library Media Specialist for support.

How Points Awarded:

- Students will upload their finished project and completed rubric to the appropriate page of the Civic Readiness Canvas platform
 - Civic Readiness Committee (CRC) will confirm for reporting purposes.
 - These points can be earned more than once, if multiple Civics projects are completed
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Seal of Civic Readiness



Criteria for Demonstrating Civic Participation

Civic Experiences I

Complete a Service Learning Project

(1 point*)

- Complete a minimum of **25 hours** of demonstrated **service learning** to the community
- Service learning is an inquiry-based approach that combines service to community with learning objectives. The most meaningful service-learning projects are personally relevant to students and their interests.
 - Overall Description: [☰ Civic Experience I - Service Learning Project](#)
 - Community Issues in Need of Service: [☰ Civic Experience I - Community Needs & Service Organizations](#)
Any one or combination of activities for an issue is acceptable; for example on the issue of **poverty**, a service learning project can be
 - (1) 25 hours all at the KenTon Closet, or
 - (2) 5 hours volunteering for a charity run + 7 hours volunteering at a foodbank + 6 hours working a clothing drive + 7 hours volunteering with a church run toy/diaper drive
- For each 25 hours service project, students can earn 1 point toward the Seal:
 - For the issue (i.e. Poverty) complete one reflection sheet: [☰ Service Learning Project Reflection](#)
And hours verification forms for all hours completed, do a different sheet for each different organization
[📄 Service Learning Project Verification.pdf](#) or Google Version: [☰ Service Learning Project Verification](#)
[for example (2) above, the student would complete 1 Reflection sheet on the issue of poverty, but would need 4 separate Project Verification sheets]

How Points Awarded:

- Students will upload the Reflection and Verification Sheet(s) to the appropriate page on the Civic Readiness Canvas platform.
- Civic Readiness Committee (CRC) will confirm for reporting purposes.
- These points can be earned more than once, if multiple service projects are completed



Seal of Civic Readiness



Civic Experiences II

Demonstrate proficiency in an elective course that promotes civic engagement **(.5 points*)**

- There is power in choice! Throughout high school, students have the opportunity to engage in elective courses that can impact their civic knowledge, skills and mindsets. Many courses, in many different departments, are available to meet this requirement - and the list is growing so check back!
- Expectations described with list of already approved Electives: [☰ Elective Courses that Promote Civic Engagement](#)
- For **each** qualifying elective course, students can complete: [☰ Civic Experiences II - Electives - Student Complete](#)

How Points Awarded:

- Students will complete and submit the Electives worksheet for any/all applicable electives to the appropriate page on the Civic Readiness Canvas course
- The Civic Readiness Committee (CRC) will confirm for reporting purposes.
- These points can be earned more than once, if multiple service projects are completed

Civic Experiences III

Participate in an extra-curricular program, or work-based learning experience **(.5 points*)**

- Many clubs, groups and responsibilities outside of the school day can shape a student's civic engagement. Students can earn .5 points for each group/club they participate in and complete the reflection sheet. There are many examples that are already approved so check here: [☰ Civic Experience III - Extra Curricular & Work Study](#)
 - For **each** qualifying activity / experience, students must complete:
 - [☰ Extra Curricular - Work Study Verification](#) or [☑ Extra Curricular - Work Study Verification.pdf](#)
- AND**
- [☰ Extra Curricular / Work Study Reflection](#)

How Points Awarded:

- Students will upload the Reflection and Verification Sheet(s) to the corresponding page on the Civic Readiness Canvas course
- Civic Readiness Committee (CRC) will confirm for reporting purposes.



Seal of Civic Readiness



Middle School Capstone Project

(under development)

High School Capstone Project

(4 points)

There is currently no class/club that does this project exclusively - yet but see below for some examples.

Here are some expectations from NYS Education Department - [2f. HS Capstone Reflection](#)

- A Civic Readiness Capstone Project is a culminating, experiential, summative project assessing a student's Civic Knowledge, Skills & Actions, and Civic Mindset that will be:
 - Social Studies Standards-based, Locally developed, and Authentic, hands-on, and include real-world investigation and application
- The Capstone Project includes these Essential Elements:
 - Identify an issue (local, state, national, or global)
 - Apply civic knowledge, skills, actions, and mindsets to the issue
 - Engage in a civic experience based on the issue to influence positive change to the community (local, state, national, or global)
 - Present overall project to the school's School Of Civic Readiness Committee
- In a Civic Readiness Capstone project, students will:
 - Identify a civic issue (problem) facing them, their school, or their community
 - Analyze a civic issue (problem), evaluate alternative solutions, design and/or execute a solution for this problem.
 - Take informed action to address the civic issue.
 - Reflect on what they have learned about their school or community from the Capstone project.
 - Make a presentation about their Civic Readiness Capstone project

***See page 40 and on in this NYS Manual:** [CivicReadinessManualfortheSealDRAFTMarch2021.pdf](#)

Projects that are currently considered Capstone Projects:

IB CAS Projects, BP Senior Projects, Eagle Scout Projects through the Boy Scouts.

If you believe you are independently working on/completing a Capstone project, please reach out to the Civic Readiness committee for more information.



Seal of Civic Readiness



Sample Completed Charts - for students who would earn the Seal:

Participation in Government Senior

Criteria for Demonstrating Proficiency in Civic Knowledge					Criteria for Demonstrating Civic Participation				
	Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval		Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval
Four (4) Social Studies courses required for graduation	1	1	6/21	Insert mtg date here	Civic Skills, Actions, and Mindsets Complete a high school civic project	1.5*	1.5	6/21	Insert mtg date here
Social Studies Regents Exams - Mastery level (85+) Exam Scores: Global History & Geography Regents _____ United States History Regents _____	1.5*				Civic Experiences Area I Complete a service learning project Environment Service - yearly KenTon Clean Up projects	1*	1	2018 - 2021	Insert mtg date here
Social Studies Regents Exams - Proficiency Level (65+)** Exam Scores: Global History & Geography Regents _72_ United States History Regents _Covid*_	1*	2	6/19 & 6/20	Insert mtg date here	Civic Experiences Area II Demonstrate proficiency in an elective course that promotes civic engagement Course(s): Journalism (Fall 2019) Sociology (Spring 2020) Law in America (Fall 2020)	.50*	.1.5	2019 - 2020	Insert mtg date here
Advanced Social Studies Courses List courses here:	.5				Civic Experiences Area III Participate in an extra-curricular program, or work-based learning experience -Work at YMCA Day Camp (Summer 2020) -Work at KidsPlay (2020-2021)	.50*	1.0	2019 - 2020	Insert mtg date here
Research Project	1				Middle School Capstone Project Year Completed:	1*			
					High School Capstone Project	4			
Points Earned			3		Points Earned				5
Total Points Earned:									8



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Participation in Government Senior

Criteria for Demonstrating Proficiency in Civic Knowledge					Criteria for Demonstrating Civic Participation				
	Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval		Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval
Four (4) Social Studies courses required for graduation	1	1	6/21	Insert mtg date here	Civic Skills, Actions, and Mindsets Complete a high school civic project	1.5*	1.5	6/21	Insert mtg date here
Social Studies Regents Exams - Mastery level (85+) Exam Scores: Global History & Geography Regents _____ United States History Regents _____	1.5*				Civic Experiences Area I Complete a service learning project Participated in food drives each fall/winter at his local fire department (KVFD)	1*	1	6/21	Insert mtg date here
Social Studies Regents Exams - Proficiency Level (65+)** Exam Scores: Global History & Geography Regents <u>80</u> United States History Regents <u>84</u>	1*	2	6/19 & 6/20	Insert mtg date here	Civic Experiences Area II Demonstrate proficiency in an elective course that promotes civic engagement Course(s): Street Law in America (Fall 2019)	.50*	.50		Insert mtg date here
Advanced Social Studies Courses List courses here:	.5				Civic Experiences Area III Participate in an extra-curricular program, or work-based learning experience Student Council - 3 years	.50*	.50		Insert mtg date here
Research Project	1				Middle School Capstone Project Year Completed:	1*			
					High School Capstone Project	4			
Points Earned			3		Points Earned				3.5
Total Points Earned:									6.5



Seal of Civic Readiness



Advanced Placement Government Senior

Criteria for Demonstrating Proficiency in Civic Knowledge					Criteria for Demonstrating Civic Participation				
	Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval		Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval
Four (4) Social Studies courses required for graduation	1	1	6/21	Insert mtg date here	Civic Skills, Actions, and Mindsets Complete a high school civic project	1.5*			
Social Studies Regents Exams - Mastery level (85+) Exam Scores: Global History & Geography Regents <u>87</u> United States History Regents _____	1.5*	1.5	6/19	Insert mtg date here	Civic Experiences Area I Complete a service learning project Work Food Drives at father's firehall and other community projects for numerous year	1*	1	2018 - 2021	Insert mtg date here
Social Studies Regents Exams - Proficiency Level (65+)** Exam Scores: Global History & Geography Regents _____ United States History Regents <u>Covid Pass</u>	1*	1	6/20		Civic Experiences Area II Demonstrate proficiency in an elective course that promotes civic engagement Course(s): Women's Studies Public Speaking Environmental Science	.50*	1.5	6/19 6/20	Insert mtg date here
Advanced Social Studies Courses List courses here: AP European History AP U.S. History AP Government AP Microeconomics	.5	2.0	6/19, 6/20, 6/21	Insert mtg date here	Civic Experiences Area III Participate in an extra-curricular program, or work-based learning experience NHS Yearbook Tonawanda YES Program	.50*	1.5	2019 - 2021	Insert mtg date here
Research Project	1				Middle School Capstone Project Year Completed:	1*			
					High School Capstone Project	4			
Points Earned				5.5	Points Earned				4
Total Points Earned:									9.5



Seal of Civic Readiness



International Baccalaureate Senior

Criteria for Demonstrating Proficiency in Civic Knowledge					Criteria for Demonstrating Civic Participation				
	Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval		Points Possible	Points Earned	Date (s) Earned	SCR Committee Approval
Four (4) Social Studies courses required for graduation	1	1	6/21	Insert mtg date here	Civic Skills, Actions, and Mindsets Complete a high school civic project	1.5*			
Social Studies Regents Exams - Mastery level (85+) Exam Scores: Global History & Geography Regents <u>93</u> United States History Regents ____	1.5*	1.5	6/19,	Insert mtg date here	Civic Experiences Area I Complete a service learning project Member of church and worked in the babysitting room to help families during services	1*	1	2018 - 2021	Insert mtg date here
Social Studies Regents Exams - Proficiency Level (65+)** Exam Scores: Global History & Geography Regents ____ United States History Regents Covid Pass	1*	1	6/20		Civic Experiences Area II Demonstrate proficiency in an elective course that promotes civic engagement Course(s): Street Law in America Public Speaking	.50*	1	6/19	Insert mtg date here
Advanced Social Studies Courses List courses here: AP European History IB History HL1 IB History HL2	.5	1.5	6/19, 6/20, 6/21	Insert mtg date here	Civic Experiences Area III Participate in an extra-curricular program, or work-based learning experience NHS Musicals each year Spanish Club	.50*	1.5	2019 - 2021	Insert mtg date here
Research Project	1				Middle School Capstone Project Year Completed:	1*			
					High School Capstone Project (IB - CAS)	4	4	6/21	Insert mtg date here
Points Earned				5.0	Points Earned				7.5
Total Points Earned:									12.5