

# STUDENT CONTRACTS GUIDELINES

## STPA JUNIOR HIGH SCHOOL

1. The student contracts are MANDATORY; upon reviewing final grade sheets the Principal(campus coordinator) must have a contract for all junior high school students with a grade from 64.5 to 69.4 from their teachers for ALL their classes, including electives (**one semester courses are included in this program.**)
2. Teachers can provide contracts for students who fall between the grade ranges of 60 to 64.4.
3. These contracts are for **BOTH** semesters and the year -- first or second semester, or the year. In a first semester only course, a student previously given a contract at the end of the first semester may not have an additional contract in the summer for that course.
4. There might be more than one monitoring teacher assigned for a student.
5. Teachers are expected to provide assignments, quizzes, and/or tests students need to complete along with **answer keys for both assignments and tests/quizzes** for the monitoring teachers so they may grade items and submit. **All these items are to be submitted in envelope with cover sheet provided by your Campus Coordinator.** If assignment is an essay, a rubric must be submitted. Test will be administered by the assigned contract teacher.
6. Teachers are expected to provide assignments, quizzes, and/or tests students need to complete along with **answer keys for both assignments and tests/quizzes** for the monitoring teachers so they may grade items and submit. **All these items are to be submitted in envelope with cover sheet provided by your Campus Coordinator.** If assignment is an essay, a rubric must be submitted. Test will be administered by the assigned contract teacher.

If a student is going into semester exams with a 74 or below, he/she is a good candidate for this program and it is strongly recommended the teacher submit a contract. In the event a student is going into final exams with a grade higher than a 74 and fails final and averages in the 60's range, assigned monitoring teacher will contact student for you – please submit contract to your campus coordinator.

7. If a student is eligible for a contract and the student/parent do not wish to partake in this program, **the student or parent must sign contract declining** to participate.
8. When completing the contract, please have the student submit as many contact numbers as possible to facilitate the contract teacher's communication with the students.
9. Students will be contacted by the assigned monitoring teacher. The student is eligible to ride the summer school bus on days that they meet with the teacher. The student will remain in the designated area until the end of the day - lunch will be available.
10. Teachers will provide an instruction sheet to all students receiving a summer contract. The instruction sheet will be provided by the campus coordinator.