

Best Practice Framework New York

Theme: Recognition, Intervention, & Adjustment
Level: School

National Center for Educational Accountability

national sponsor of Just for the Kids
<http://www.just4kids.org>

Practice: Recognize, intervene, or adjust based on teacher performance

Parent and student pledge forms are used for participating in an after school tutorial.

2006 – 2007 School Year

QMS CARES (Commitment and Academic Responsibility Equals Success)

Dear Parents or Guardians of _____

The Queensbury Middle School staff is committed to an academic support program called QMS CARES. This program has been designed to help students be more successful in school by encouraging and assisting them to make more positive, effective academic choices. Students in this program, along with their parents, will be required to sign a pledge of commitment to the program. Student participants will be required to meet twice weekly from 2:55 until 4:20 p.m. to complete academic assignments in a teacher supervised, tutorial setting.

Your child has been referred to the QMS CARES Program. Students have been referred to the program by concerned counselors and teachers. Records indicate that your child would benefit from additional help and supervision to complete assignments on a regular basis. These completed assignments would be collected and given to the appropriate teachers. If registered, your child will be assigned to either a Monday-Wednesday or a Tuesday-Thursday schedule. Fridays would be used if there was a "shortened" week due to a holiday or a snow day. Participants' progress will be closely monitored throughout their involvement in the program. Participating students would be responsible for bringing a filled-in assignment pad and all required textbooks to the program. Any unfinished assignments would be taken home to complete.

Students must make a commitment to attend on the scheduled days of the program. Attendance will be taken daily; absences will need a written excuse. We realize that there may be an occasional emergency, but then the student would need a documented excuse from you.

If you agree that your child would benefit from this program, please sign the attached slip and return it to the Counseling Center as soon as possible. This program can only be effective and beneficial to the students when attendance is consistent, students want and accept the help offered to them, and we have parental support.

We, the QMS staff, sincerely appreciate your cooperation and support for this innovative program. If you have any further questions, please contact your child's school counselor.

To register:

- **Return the bottom portion of the parent and student pledge forms**

Thank you!

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Student Pledge

I would like to participate in the QMS CARES program to help improve my academic standing. I understand that CARES is a program designed to help me succeed in school and to assist me in making more positive academic choices. I realize that in order to be successful in the program, I must accept the following responsibilities:

- I will attend the program on my assigned days.
- I will have my assignment planner filled in and up-to-date.
- I will bring all needed books and materials to the assigned room.
- I will be cooperative and respectful with all CARES personnel.
- I will work quietly and not disturb other students who are working or getting help.
- I will be willing to accept help and follow instructions.
- I will ask for assistance when I have a problem or I don't understand the assignment directions.
- I will complete any unfinished assignments at home and remember to bring them to school the next day.
- I will bring a book to read or a long-term project to work on in case I finish all my work before the 4:20 dismissal.

Please complete the information below and return it to your guidance counselor a.s.a.p.

I realize that it is a privilege to be accepted into the QMS CARES program. If I do not follow the guidelines and responsibilities listed above, I may be removed from the program to make room for another student who will take advantage of the extra help.

I agree to all of the above terms of the QMS CARES pledge.

Student name (please print) _____

Student signature _____

Parent/Guardian signature _____

Phone number _____

Date _____

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Parent/Guardian Pledge

I would like to have my child enrolled in the QMS CARES after school program. I agree to support the staff and the program by

- ◆ encouraging my child to attend school regularly.
- ◆ encouraging my child to use the CARES program to its full advantage.
- ◆ encouraging a positive attitude toward academics.
- ◆ checking my child's assignment pad to encourage his/her daily responsibility.
- ◆ encouraging my child to complete any unfinished assignments brought home from CARES.
- ◆ checking the completed work for neatness, sensible answers, etc.

Note: A note will be required if your child will be absent for a scheduled session.

Please complete the information below and return it to the QMS Counseling Center a.s.a.p.

Child's name _____

Parent/Guardian(s) name _____

Home phone number _____ Work phone number _____

Emergency contact person _____ Phone _____

My Child will (**circle one**):

Ride the 4:20 pm late bus

or

Be picked up at 4:20 p.m. by _____

Parent signature _____ Date _____

Comments (optional):