

# Santa Rosa High School

## Peer Tutor Program Contract

Students in the 11th and 12th grades at Santa Rosa High will be offered opportunities to enroll in Work Experience Education as outlined in the California State Plan for Vocational Education and the Santa Rosa City Schools Vocational Education Master Plan Board Requirements.

1. Students seeking placement in Peer Tutor assignments must have a **minimum GPA of 2.0**, must be on track for graduation, and must have completed the course they plan to tutor with a grade of a **B** or higher. Students may earn no more than twenty credits of Peer Tutor/TA combined. Students will be awarded a letter grade.
  
2. A certificated employee may not have more than one student per period in a Peer Tutor assignment. A certificated employee will be required to report the student's progress on a quarterly basis. Assignment deadlines are to be determined by the teacher. The certificated teacher to whom the student is assigned will be responsible for entering an **A-F** grade in the student's record.

Minimum requirements for Counselor to review:

<b><i>For School Use Only:</i></b>			
Minimum GPA of 2.0	Yes	No	Grade earned while in Course:
Counselor's Signature	Date:		
Approved	Denied	Administrator's Signature	
Request Denied for the following reason(s):			

**Please complete the the back page:**

## Santa Rosa High School PEER TUTOR GRADING RUBRIC

	Exemplary	Meets Minimal Expectations	Needs Improvement	Numerical Value
	5-6	3-4	0-2	For each characteristic place a point value in the
Attendance & Punctuality	Student has 90% attendance and is prompt. Attendance is reliable. Student contacts teacher in advance regarding absences or tardies	Student attends regularly and is generally on time. Student usually contacts teacher in advance regarding absences or tardies	Student's attendance is less than 75% tardiness is noticeable. Student seldom contacts teacher if/when absent or late	
Ability to carry out directions & assigned tasks	Student's execution of assigned tasks/duties meets or exceeds teacher's expectations and contributes positively to the classroom. Work is carried out with creative & enthusiastic energy	Students carried out assigned tasks/duties as expected, with little or no supervision necessary. Work is generally satisfactory although it lacks positive energy.	Student's execution of task/duties is irregular, and teacher needs to monitor/redirect or remind fairly often.	
Attitude & communication skills	Student's communication with students and teacher helps create a positive, friendly tone in the classroom/school. Student is upbeat and positive.	Student is generally positive and responsive to teacher and or students. Student takes direction positively from teacher. Student may be uncommunicative at times	Students attitude does not contribute positively to the classroom atmosphere: student may be reticent, negative, inappropriate	
Effectiveness with children	Students encouraging, cheerful, proactive communication with students is evidenced by increased engagement on-task time and learning children. Student reliably directs/leads children activities/learning	Student generally encourages students. Student is patient and keeps students on task as directed by the teacher. Student may have lapses in attention while monitoring/tutoring children	Student may sometimes be inappropriate in tone, word or action with students. Student may not always make good decisions in directing/tutoring children	
Initiative & Conscientiousness	Student needs very little supervision because she/he is able to see what needs to be done, then does it. Student has "feel" for what the students/teacher needs done. Student completes work with excellence.	Student understands classroom routine/system and will begin/complete tasks/duties on own approximately 70%-80% of the time	Assigned tasks/duties may or may not generally be completed; student does not usually take it upon him/herself to see what else could be done. tasks/duties are generally done at a minimum level.	

total possible = 30    25-30=A    18-24= B    15-17= C    14 or below= F    Total:

Comments:

Teacher Signature \_\_\_\_\_

- Bilingual                       Career Technical Ed.  
 English                       Math                       History                       Science  
 Special Education                       Visual & Performing Arts

Student \_\_\_\_\_ ID# \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

Proposed Peer Tutor Period: \_\_\_\_\_ Room# \_\_\_\_\_

Supervising Teacher/Staff Member: \_\_\_\_\_

Signatures:

We have read the Peer Tutor guidelines stated and agree to all terms.

Teacher \_\_\_\_\_

Student \_\_\_\_\_ Parent/Guardian \_\_\_\_\_