



Pasco High School

“On Track” CONTRACT

Submit to Mr. Melvin once you have the necessary materials/information

Date: _____

Name: _____ Student# _____

Please check the reason(s) why you were off track for this quarter

- I had more than 4 unexcused absences in one or more classes
- I had more than 2 referrals or received a 2F or level-3 referral
- I had more than 4 tardies in one or more classes
- My cumulative G.P.A. is less than a 2.0
- I have missing or overdue library materials
- I am on the list for having a missing or damaged textbook
- My contact information is missing or not updated

Off-track for library materials, textbooks, or contact information?

Library Materials (Mrs. Roberts)

Missing Item(s) _____

Student has returned items or satisfied requirements? Y/N

Staff Name _____

Signature _____

Textbooks (Mr. Brady)

Missing Item(s) _____

Student has returned items or satisfied requirements? Y/N

Staff Name _____

Signature _____

Contact information (Ms. Pinson or Ms. Agnew)

Missing Item(s) _____

Student has satisfied requirements? Y/N

Staff Name _____

Signature _____

The reverse side outlines steps needed if you are not on track because of grades, absences, referrals, or tardies.

Use your myStudent account and fill in the correct number in the space provided for any area for which you are off track. Failure to provide an accurate number will result in a contract denial.

During the last quarter, I accrued _____ unexcused absences, thus exceeding the 4 absence per quarter limit.

During the last quarter, I accrued _____ referrals, thus exceeding the 2 referral per quarter limit.

During the last quarter, I accrued _____ tardies, thus exceeding the 4 tardy per quarter limit.

My current cumulative G.P.A. is _____, thus not meeting the 2.0 expectation.

Student Action required:

In order for you to be “on track” this quarter, you must fulfill requirements for each category for which you are not on track. This “contract” must be written in a positive way with actionable steps to improve your standing.

**For example, rather than “I won’t get bad grades anymore”, you could write “My plan to improve my grades is to check MyStudent daily, write down homework in my planner, and ask to sit in the front of the room. I will also attend any tutoring sessions that are available in math because that is an area that I struggle in. This will result in me earning C’s or better by the progress report. I will need to produce a progress report with no D’s or F’s in order to be “on track”.

*Note – It is the STUDENT’S responsibility to attend necessary sessions to become on track. You must also obtain, maintain, and submit the necessary documentation that showcases adherence.

1. Plan/Interventions/Make-up sessions

2. Intended results and goals

3. Documentation needed

Student Signature: _____

Parent Signature : _____

Administrator Signature: _____

Next Steps: If you meet the terms of your contract by the first progress report, you will attach documentation that showcases adherence to the contract and **submit to Mr. Melvin NO LATER THAN SEPTEMBER 22ND**. In a timely manner, an “On Track” band will be issued to you and you will be considered “On Track” for the remainder of the quarter. You must continue to meet “On Track” requirements for the remainder of the quarter to be considered “On Track” next quarter.

