

A+ Basics

Mansfield has been selected as an A+ Schools site. The A+ Schools grant provides the funding for MHS to make changes designed to guide students in a rigorous program of academic and technical education that will prepare them for the workplace, post-secondary vocational-technical training, or college.

What are the goals of an A+ School?

- To ensure that all students graduate from high school.
- To ensure that all students complete a selection of high school studies that is challenging and has identified learning expectations.
- To ensure that all students proceed from high school graduation to a college, a post-secondary vocational or technical school, or a high wage job with workplace skill development opportunities.

What are the student benefits?

- Money for tuition to attend a public community or technical college.
- Opportunity to learn about jobs at the place of business as well as in the classroom.
- College credits while still in high school.
- Tutoring and mentoring experience.
- Career pathways to prepare for an occupation, with additional training upon graduation.
- Encouragement to attend school regularly and work hard.
- Experience using computers and other modern equipment to solve problems.

What are the student's rights?

Once a high school has been designated an A+ School, scholarship incentives will be available from the state for all graduates who choose to attend a Missouri state public community college or vocational-technical school.

1. Student financial incentives will be available for a period of four years after high school graduation.
2. Tuition incentive payments will only be available for two years of actual attendance at a Missouri state public community college or post-secondary vocational-technical school.
3. The tuition incentives will be made available only after the student has made a documented good faith effort to first secure all available federal post-secondary student financial assistance funds that do not require repayment.
4. The tuition incentives will only be made available to reimburse the unpaid balance of the cost of tuition after the federal post-secondary student financial assistance funds have been applied to these costs.

What are the student's responsibilities?

To be eligible, each student must enter into a written agreement with the school prior to high school graduation and meet the following requirements.

1. Attend a designated A+ School for three consecutive years prior to high school graduation.
2. Graduate from high school with a grade point average equivalent to 2.5 points or higher on a 4-point scale (6.875 on an 11-point scale).
3. Have at least a 95 percent attendance record for all four years of high school.
4. Perform 50 hours of unpaid tutoring or mentoring for younger students.
5. Maintain a record of good citizenship and avoidance of the unlawful use of drugs.

What about other responsibilities after graduation?

To maintain eligibility, each participating student must during the four-year period of incentive availability do the following.

1. Have enrolled and attend on a full-time basis a Missouri public community college or vocational technical school.
2. Maintain a GPA of 2.5 points or higher on a 4-point scale.

Attendance Requirements

The attendance rate must be at least 95 percent for the accumulated time between the beginning of the student's freshman year and graduation.

- The accumulative attendance information will come from the official attendance record kept by the district.
- At the end of each semester, the attendance record will be sent to the A+ Coordinator.
- Each semester, the attendance record information for each student enrolled in the A+ Schools Program will be sent to the parents.
- There are no excused or unexcused absences for A+ purposes. An absence is an absence.
- Like grades, the attendance percentage cannot be rounded up. It must be a solid 95 percent or above.
- In general terms, if a student ends his freshman year with an attendance percentage of less than 80 percent, even with 100 percent attendance for the rest of his high school career he cannot raise that percentage to 95 percent by the end of his senior year. Likewise, the attendance percentage at the end of the sophomore year cannot be lower than 90, and the percentage at the end of the junior year cannot be lower than 93.

Appeal for Waiver of Absences

After receiving attendance information from the school, the parent will have 30 days to file an appeal with the A+ Coordinator. If an appeal is not filed within 30 days of notification, then a waiver for those days missed will not be considered.

- Parents should use the Appeal of Absence form. The form is available in the A+ Office.
- Students with specific health histories must make sure that the medical documentation of chronic or long-term health-related problems are on file with the school nurse if such health-related problems are to be considered in a possible review situation.
- Appeals will be handled on an individual basis.
- Waivers are not available for absences due to truancy, skipping classes, personal or family vacation, transportation problems (unless a school bus is late), or suspensions from class or school for any reason.
- The review committee will be made up of the guidance counselor, high school principal, and the A+ Coordinator.
- After the review committee reaches a decision, the A+ Coordinator will notify the parents by letter.

Missouri's A+ Schools Program requires students to perform 50 hours of unpaid tutoring or mentoring, using the following guidelines.

- Tutoring/mentoring must be school sponsored and must take place on school property.
- Tutoring can involve students of any age, older or younger than the tutor.
- Tutoring must be one-on-one academic help. Grading papers, making bulletin boards, etc. do not count.

Mansfield High School has developed a tutoring program in response to the A+ Schools tutoring requirement, but the primary objective of the program is to enhance the success of all elementary, middle school, and high school students by providing quality mentorship and academic assistance.

Mansfield High School has added its own guidelines for tutoring in order to keep accurate records for students.

- The service record sheet must be completed after each session and signed by the supervising teacher.
- Record sheets are kept in the possession of the supervising teacher until returned to the A+ Coordinator.
- It is the responsibility of the student tutor to verify that the record sheets are accurate before the final form is returned to the A+ Coordinator.
- It is the responsibility of the supervising teacher to return the record sheets to the A+ Coordinator at the end of each quarter.
- The student is expected to be present at any agreed upon days and times for tutoring/ mentoring.
- If an absence must occur, the student is responsible for notifying the adult in charge of the tutoring/ mentoring experience.

A "good tutor" must...

- Establish a positive caring and sharing relationship with the student.
- Understand the student's basic interests.
- Strive to make learning an enjoyable experience.
- Be patient and understanding.
- Demonstrate professionalism by being punctual and dependable.
- Honor the student's right to privacy.
- Work with the supervising teacher in order to ensure success for both students.

MANSFIELD A+ SCHOOLS PROGRAM

TUTORING AND MENTORING GUIDELINES

Tutoring must consist of the following combination...**ALL THREE CRITERIA MUST BE MET.**

1. Must take place AT SCHOOL/ON SCHOOL GROUNDS
2. Must be supervised by a CERTIFIED STAFF MEMBER
3. Must involve TEACHING/LEARNING/HELPING

AND

A+ Coordinator Vicki Blankenship must give final approval -- check with her first before doing any tutoring which isn't the typical classroom tutoring situation. That way there won't be misunderstandings later.

ACCEPTABLE TUTORING/MENTORING TASKS:

- Before and after school tutoring with pre-school, elementary, middle school, and high school students. This can be in school subjects, like reading, math, social studies, etc. It cannot be in physical education or sports.
- Tutoring in those same areas may also take place during the school day, for example when an A+ student tutors during a TA period, or when he has part-time attendance. Summer school also counts.
- High School Heroes presentations in the elementary or middle school.
- Family and Consumer Sciences presentations in the elementary or middle school.
- English (or other) class reading (or other subject) help in the pre-school, elementary, or middle school.
- FFA Food for America events with the elementary.
- Evening participation in elementary-sponsored parent-child reading or math events.
- Other opportunities as approved or scheduled by the A+ Coordinator.

DO NOT COUNT THESE AS TUTORING/MENTORING:

- Helping with community activities away from school (example, coaching a community soccer team, helping with Butter Day Princess contest, etc.) * Just because an adult in the community says an activity will count for tutoring does NOT mean it will count.
- Grading papers.
- Making bulletin boards.
- Cleaning/organizing.
- Refereeing a ballgame.
- Keeping score at a ballgame or a speech event.
- Serving as a judge at a contest.
- Working in a concession stand.
- Any other event in which the A+ student is not directly teaching/helping/mentoring another student.

Just helping a teacher with something school-related does not automatically count for A+ tutoring time! Also, please do not confuse community service with A+ tutoring. Just because a task might be considered community service does not mean it will qualify for A+ tutoring.

MANSFIELD HIGH SCHOOL

A+ SCHOOLS GRANT

CITIZENSHIP POLICY FOR A+ TUITION REIMBURSEMENT

1. Students who sign a contract for A+ tuition reimbursement status are to maintain good citizenship during the contract period.

Special cases either inside or outside the contract time involving serious violations will be subject to review.

2. Students who violate the Mansfield R-IV School District's drug/alcohol/substance abuse policy during the contract time will automatically forfeit A+ tuition reimbursement status.

3. Other violations of the Mansfield R-IV School District's discipline policy will be reviewed by the high school principal, the A+ Coordinator, and the high school counselor.

Any violation committed by a student under contract which involves an out-of-school suspension will be reviewed.

Upon review of each individual case, the principal, A+ Coordinator, and counselor will respond in one of two ways:

1. A warning statement will be issued to the student's parent/guardian placing that student on probation for the next semester, during which no additional out-of-school suspensions can occur.

2. Notification to the student's parent/guardian that the student has been removed from the A+ tuition reimbursement program.

Appeals may be made to the Superintendent of Schools.

4. The A+ Coordinator will update each student's citizenship status on a semester basis. The updated information will be used to fulfill the citizenship requirement of the A+ tuition reimbursement program.

Key Points to Remember

1. Attendance

Your attendance rate must be at least 95 percent for the accumulated time between the beginning of your freshman year and graduation.

(Days missed for doctor's appointments, dental appointments, funerals, vacations, etc. are not excused for A+ requirements.)

It is **very difficult** to raise your attendance percentage once it has dropped below 90%! The primary reason for most students losing their A+ eligibility is attendance. **The percents are not rounded up.** You can have a 94.9% rate of attendance and lose your eligibility.

2. Grade Point

You must graduate from high school with a grade point average of at least 2.5 on a 4-point scale (6.875 on an 11-point scale). Again, these do not round up!

3. Tutoring

Your tutoring must be academic in nature. It must be direct tutoring of a student.

Fill out your log daily, neatly, and completely; have your teacher initial it daily; leave it with the teacher to be turned in at the end of the quarter. (If you are tutoring with more than one teacher, then leave a form with each teacher.)

Be specific! Give the date (8/24/06), the time (2:30-3:00), the location (Elementary), the student's name (Barry Strong or five first graders), and the activity (Reading First, science, etc.). It is your responsibility to fill this out, not the teacher's.

If this is not done correctly, it may not count or you may have to redo it.

4. Citizenship

You must maintain a record of good citizenship and avoidance of the unlawful use of drugs. Remember at all times that you are representing your school!

If you are ever unsure about something, ask the A+ coordinator.