

Gateway STEM High School Student Academic Contract

Entrepreneurship Major - Juniors and Seniors

This agreement ("Contract") is made effective as of _____ between Gateway STEM High School Entrepreneurship Major (hereinafter referred to as "the major"), represented by [Administrator's Name], [Student's Name] (hereinafter referred to as "the Student"), [Teacher's Name] (hereinafter referred to as "the Teacher"), and [Parent/Guardian's Name] (hereinafter referred to as "the Parent/Guardian"), collectively referred to as "the Parties."

1. Academic Performance:

The student agrees to maintain a minimum grade of C or higher in all major classes related to the Entrepreneurship Major. Failure to maintain this standard will result in academic probation, and if the student falls below a D, they will be removed from the major at the end of the semester.

This requirement is also in place for all activities and sports. If a student is placed on academic probation in a sport, they will also be placed on an academic probation in the program. The same will be true if you are placed on an academic probation in the program, you may be ineligible to participate in a sport or activity.

2. Classwork, Attendance, and Uniform:

The student agrees to complete all class assignments, including online assignments through the Stukent platform, quizzes, tests, essays, term papers, and group work. Points will vary based on the assignment, and the student will have until 11:59pm the next class period to complete work. Failure to complete by the due date will result in a 5% point deduction per class day until the Student has lost a total of 50 points or received a 50% on the assignment.

The student agrees to maintain a minimum attendance rate of 85% in all major classes. Students who drop below 85% attendance will be placed on probation, and students who drop below 80% will be removed at the end of the semester. The student is also expected to keep an overall attendance rate for all classes combined above 80% during the school year.

The student is expected to arrive on time for all classes and remain present for the duration of each session. Tardiness and class cuts are detrimental to the learning environment and disrupt the educational experience for all students. Excessive tardiness and class cuts may result in disciplinary action, including but not limited to probation and removal from the major. The student must adhere to the school's attendance policies and seek prior approval for any planned absences. Any unexcused absences will be subject to review, and appropriate measures will be taken in accordance with the terms outlined in this contract.

The student will be required to purchase an Entrepreneurship Major uniform at the beginning of the year and wear it on the days they have class. The uniform will consist of a Purple (Business Department/JagTown) or Green (Entrepreneurship/JagTown) polo. Students must wear business appropriate bottoms with their polos, which should be supplied from home. This will consist of jeans without major tears or holes or khaki pants. Exceptions to the “bottom rule” may be made during time of extreme heat and students and parents will be notified at least the night before at the latest. If a student needs assistance with obtaining business appropriate bottoms, the parent/student should reach out to the major teacher for assistance (discreet discretion will be used). Some students, due to religion or cultural reasons may need to be exempt from this policy and should notify the major teacher within the first week of school. If the students situation changes during the year, they should let the teacher know as soon as possible.

Failure to purchase within 2 weeks of the start of school may result in removal from the program. Failure to wear the uniform for more than 5 class days will result in probation. Failure to improve by missing 5 additional days will result in removal from the major at the end of the semester.

3. Professional Behavior:

The Student, Teacher, and any other participating individuals agree to maintain professional behavior during all class sessions, adhering to the standards set by the School and the Entrepreneurship Major Program. The student’s overall school behavior will be reviewed throughout the semester, and any behavior referrals may result in probation depending on the infraction. Students who receive an Out of School Suspension will automatically be removed from the program at the end of the semester.

Students are expected to treat this program and their time at school as if they were in a real-world job scenario. Students should ask themselves; “If I ran this business, is that how I would want people to see me?” Students should refrain from degrading, harassing, bullying of other students and students should refrain from cussing in the classroom or store.

4. Student Job within the School Store:

The student agrees to fulfill responsibilities within the school store as assigned by the major instructor. Students will apply for positions during the first two weeks of school and interviews will be conducted during that time. Students will be selected for a position that matches their skill set and will be responsible for fulfilling the duties of said position.

The student agrees not to miss more than 5 days of work, or will be placed on probation. Failure to improve by missing an additional 5 class periods will result in removal from the major at the

end of the semester. The student will be given a grade every term for their participation in the school store. Total points will be out of 100 per term.

Students will work assigned job positions only, unless another arrangement was already approved by the major teacher. Students who do not have a shift during their “off time” should either remain in the school store, cafeteria or design lab (only if that is your assigned location). Students are not permitted to miss a shift because they did not handle their “off time” appropriately. Students also should not treat their work time as social time. It is understandable that your friends may be “around” and it can be tempting to want to become distracted, but students are expected to continue working and ask their friends to make their transactions and leave (if in the store) or to not bother you while working (if working in the design lab).

4a. Before/After School Opportunities:

Students will have an opportunity to volunteer to work during some before or after school shifts for the school store including during certain school events and sporting functions to run some events or concessions stands. Students who volunteer will receive extra credit at the teachers discretion but may also be eligible for JagBucks in lieu of bonus points.

5. Senior Internship Requirement:

Senior students agree to participate in an internship during the spring semester. The internship may be obtained through Gateway STEM High School's opportunities or secured independently by the student. The student is responsible for fulfilling all requirements associated with the internship.

Students will treat their internship the same as a real job and will still need to adhere to all of the requirements that are outlined in this contract, or the student may be removed from internship and their grade will automatically be a zero for the semester. No extra credit will be given to improve their grade if this situation were to occur.

5a. Extra Senior Responsibilities:

In addition to the requirements above, seniors may request to serve as a Teacher's Assistant (TA) for the major teacher during select class periods. Seniors serving as TA are expected to work on tasks assigned by the major teacher and fulfill duties related to the school store. Excused absences are permitted if notification is given in advance.

On days when senior students are working as a TA, they will not be required to wear their uniform, unless the work involves the school store. Students may bring their uniform to change into if needed.

Seniors are also expected to act as role models for the junior class and may be assigned as a mentor for them during the course of the program. Seniors may also be asked to

attend in school events where we are promoting the business program. If needed, students will be asked to miss class with the permission of their teacher, asked in advance. No senior should expect to skip a class and attend any in school events without permission.

6. Laptops:

Students are required to bring their school assigned laptop to class every day. The expectation is that laptops will be charged, but if not, students will be able to utilize the plugs on their desks to charge their laptops.

For students to be successful this academic year, laptops are vital to the success. Without having a laptop, students will not be able to participate fully in lessons, assignments, quizzes, exams, or any other work in this class. Paper copies will not be provided as an option to not bringing your laptop. Paper copies will typically only be provided if there is a special circumstance or if there is no wifi during class time.

Students will not be permitted to use their cell phones to complete class work in lieu of their computer. Students should not expect this to be done as an exception at any time unless an assignment warrants the use of the student's cell phones. Please see the cell phone policy below.

7. Field Trips:

Students will be participating in field trips as part of the Entrepreneurship program. Notice of those field trips will be communicated at least 2-3 weeks in advance by email to students and parents. It is expected that students and parents complete their field trip permission forms and return them as soon as possible.

While students are out of field trips, students will be required to wear their major uniform, or they will not be permitted to attend. Some exceptions may be made depending on the field trip, but it should be assumed that all field trips, unless stated, or for a business purpose. Students who are on academic probation, are not eligible for field trips and will be required to complete a makeup assignment in lieu of the field trip.

8. Cell Phone/Smart Watch Policy:

While in class, students will be prohibited from using their phone during instructional time. Students will be required to lock their phones upon entering the classroom in a Yonder Pouch. If there is an emergency, the student may ask for permission to unlock their pouch and then step into the hallway to take their call. Students will have time frames when they will be able to have their phones out during downtime or while they are working on certain assignments. Students will be notified when those times are, and the Yonder Pouch will not be required.

Students will also not be allowed to use their phones while working in an official capacity for the school store. During this time, Yonder Pouches will not be used, however if there is a repeating occurrence, students may be asked to place their phone in a pouch until the end of their shift.

The official discipline policy from Gateway STEM administration is set by the classroom teacher for each classroom. In this classroom, the students will receive a warning the first time, a documented conversation the second time, a call home to the parent the third time, and then a referral for in-school suspension the fourth time. Students who progress to a call home will be placed on academic probation and students who get in-school suspension will be removed from the program at the end of the semester.

9. Discipline:

Besides Academic Probation, students may also have times where a referral may be made to school admin depending on the infraction, may result in a chat with administration and could possibly result in an in-school or out of school suspension.

10. Parent/Guardian Support:

The Parent/Guardian agrees to support the student in meeting the obligations outlined in this Contract and to attend parent-teacher conferences in the fall and spring. Arrangements can be made to accommodate other dates and times on a case-by-case basis. The student should attend the parent-teacher conference as well.

11. Teacher/Administrator Support:

The school, represented by the Teacher and Administrator(s), agrees to provide necessary support and guidance to the student throughout the duration of this contract. If a student needs assistance with the class, they should identify that need and alert their teacher. The teacher may also recognize when the student needs assistance and will schedule a time to meet with the student one on one and determine if the parent/guardian should be brought in.

12. Review and Amendments:

This Contract shall be reviewed periodically by the Parties to assess the student progress and adherence and may be amended with mutual agreement and proper notice given to all parties.

13. Termination:

This Contract may be terminated by mutual agreement of the Parties or by the school in the event of serious breaches of its terms.

14. Signatures:

By signing below, the Parties acknowledge their understanding and acceptance of the terms and conditions set forth in this Contract.

[Student Signature] [Date]

[Parent/Guardian Signature] [Date]

[Teacher Signature] [Date]

[Administrator Signature] [Date]