

# SANTIAGO

Student Leadership – Peer Tutorial/Staff Support Request

**\*\*\*\*This document is to be submitted to Angela Kramer\*\*\*\***

Teacher Name \_\_\_\_\_

Grade Level \_\_\_\_\_

Room # \_\_\_\_\_

## Peer Tutorial

Student Name: \_\_\_\_\_

Tutorial Focus: \_\_\_\_\_

Days Requested: M T W TH F

Time Request: \_\_\_\_\_

## Kinder Read/Station Support

Student(s) Name: \_\_\_\_\_

Days Requested: M T W TH F

Time Request: \_\_\_\_\_

## Teacher Support

Job Request: \_\_\_\_\_

Days Requested: M T W TH F

Time Request: \_\_\_\_\_

## Office/Dept. Support

Job Request: \_\_\_\_\_

Days Requested: M T W TH F

Time Request: \_\_\_\_\_

## **Student Leadership Schedule**

<b>Regular Days</b>		<b>Modified Days</b>	<b>Teacher/Advisor</b>	<b>Room #</b>	<b>Ext #</b>
Period 1	8:08 – 8:58	8:16 – 8:55	Angela Kramer	107	48437
Period 2	9:21 – 10:11	9:18 – 9:57	Angela Kramer	107	48437
Period 4	11:52 – 12:42	10:42 – 11:21	Scott Tenchka	104	48434
Period 5	12:45 – 1:35	12:09 – 12:48	Angela Kramer	104	48437

## **Program Expectations**

### **Time & Attendance**

\*Leadership commissioners assigned to classrooms for peer or teacher support are to report to their leadership classroom at the beginning of the period. Students will be released 10 minutes after the beginning of the period to their designated room and must return to their leadership class 10 minutes before the end of the period.

### **Code of Conduct**

\*There is a zero tolerance level for leadership commissioners who do not follow classroom instructions. All commissioners assigned to mentor/tutor elementary students are held accountable for their behavior. Student commissioners who violate classroom/office expectations may be restricted from participating in any or all future services.

### **Student Proficiency Levels**

\*Commissioners that are providing tutorial services must meet a minimum proficiency requirement in the subject area they are assisting with.

### **Student Assignments**

\*In order to ensure an effective program, student assignments must remain consistent for the semester/year. This will allow:

- student mentees to bond with peer mentors
- student commissioners to learn the office/classroom climate and expectations
- students commissioners to bond with teachers

## **“The Quad”**

### **Before/After School Support**

Teachers needing assistance outside of leadership class schedules may request services from “The Quad”. The Quad is a student led club under the supervision of student leadership advisors. Quad members provide volunteer services before/after school, during their lunch or recess time.

If you would like to request assistance from Quad members, please indicate your special needs and times on the reverse side of this form.