

Valley Heights Jr./Sr. High School

Responsibility Ladder

These are the steps that we will take as a team to ensure that we help all our students have the opportunity to succeed here at Valley Heights Jr./Sr. High School

I. Mentoring Program

II. Assignments not turned in

- Level 1 – Classroom Issue – 1st missing assignment (more than 1 day late)
 - ✓ Dealt with by the individual classroom teacher
 - ✓ Assigned to PLC the following Wednesday as needed
- Level 2 – Classroom Issue – 1st missing assignment still not completed or 2nd missing assignment
 - ✓ Dealt with by the individual classroom teacher
 - ✓ Teacher conference w/student
 - ✓ Recommended parental contact by teacher
 - ✓ Student is grounded in Seminar except for seeking help in the deficient area(s).
 - ✓ Student is assigned to PLC homework room the following week
- Level 3 – 3rd missing assignment or incomplete work in more than one class
 - ✓ Parental contact by teacher required
 - ✓ Student is grounded in seminar except for seeking help in the deficient area(s).
 - ✓ Seminar teacher will monitor the student's planner daily
 - ✓ Student is assigned to PLC homework room
 - ✓ Assigned to ZAP* for 1 week period
- Level 4 – Student has a habit of incomplete or late papers
 - ✓ Parental contact by teacher
 - ✓ Student Improvement Plan (SIP) is required
 - ✓ Student is grounded in seminar except for seeking help in the deficient area(s).
 - ✓ Seminar teacher will monitor the student's planner daily
 - ✓ Student is assigned to PLC Homework room
 - ✓ Student is closely monitored by SIT team
 - ✓ Student is assigned to ZAP until work is completed and continuous improvement is shown.

*Zeros Aren't Permitted – students in ZAP will meet daily from 3:35 to 4:30 in conjunction with ET.