



## Student Rules & Teacher Information

### GRADE COURT

1. Students should have daily and weekly progress reports signed by teachers and parents every day.
2. Students are placed on one of 4 grade courts. Rita Jaramillo explains the process of reporting to clients and parents during the intake. The day of Grade Court Rita rates the clients according to what progress is being recorded from their GC forms. If they have failed to turn in forms, have shown inappropriate behavior towards a teacher or causing disruption in the school and or suspended from school they will automatically be on the poor list. Students who are improving will be on the improving list and if they struggle with getting GC forms in or grades are low they will be on the needs to improve list. Grades that are consistently A's, B's or C's will either be on the good or great list. Students who have not turned in forms may also be required to return the following week or weeks to keep track of their progress.
3. It is students' responsibility to:
  - a. Get teacher's initials daily
  - b. Fill out their subjects and write in homework
  - c. Teacher's should **NOT** go back and sign daily and weekly progress reports
  - d. Absent from school, no teacher signature is required.
  - e. The student should write **absent** across the page for the day they missed.
4. If a teacher is out/substitute teacher is taking the teachers place, the student should:
  - a. Request signature from the substitute teacher, however, if the substitute teacher does not feel comfortable signing the report, the student can write in **SUB** for that class.
  - b. The student should **NEVER** write in "sub" if his/her regular teacher is present.
5. If a student **ditches school, violates house arrest, fails to turn in their daily and weekly Grade Court reports every Monday, no later than noon, forge and/or misrepresent information on Grade Court report forms** they will receive weekend jail and or other alternative sanctions assigned by the Judge.
6. At the end of each week the Grade Court reports are entered into our database. If there are questions about a grade change, forgeries or comments erased we will contact the school before we present it to our Judge at Court. Our intent is to show the students they are responsible for their actions. We want every student on Grade Court to successfully complete the program and graduate.
7. Students entering the Grade Court program are automatically placed on 24 hour house arrest. Students earn their way off house arrest by:
  - a. First 9 week report card after being placed on the program with C's or better.
  - b. Second 9 week report card with C's or better in every subject.

8. Teachers are **NEVER RESPONSIBLE** for a student going to jail. The student makes the choice to go to jail by neglecting their own responsibilities.
9. Students are **NEVER** sent to jail for:
  - a. Receiving a "D" or an "F" on their report card.
10. **Teachers** and **principals** are **always welcome** to come to observe Grade Court and/or to report both good and bad conduct of students to the Judge.
11. **Grade Court is held on Wednesdays at 4:00pm.** Please contact Grade Court staff to insure the correct day and time a particular Grade Court will be held.



## **GRADE COURT PROGRAM SUMMARY**

- 0 Grade Court is a program that monitors and encourages the academic progress of juveniles who are involved in the court system. Clients are placed on Grade Court as a condition of their probation when they are not in a school setting, have grades below a C on their last nine weeks report card or need assistance in getting into GED.
- 0 Juveniles are required to document their homework on a daily basis and are to have teachers sign and initial the form verifying the homework they've written is correct.
- 0 On Friday, students are to have their teachers fill out the weekly progress report, giving teachers the opportunity to write comments regarding the student's progress, attendance, and behavior in class. Please include both positive and negative behavior as well.
- 0 Grade Court is available to meet with teachers for IEP meetings to better serve their educational needs, refer for tutoring or to advocate for clients.
- 0 Grade Court also provides suspension school for clients during the term of their suspension. The clients must report to the Grade Court office at 9:00am. Students are required to bring their school work and a lunch. Suspension school is over at 2:30pm. If the client is long-term suspended, Rita will meet with the client to establish a curriculum that is appropriate. She will also let JPPO know what curriculum is being provided for the client.
- 0 Grade Court clients appear in court one time per month on Wednesday at 4 p.m. Clients appear by their assigned Grade Court number to review their educational progress with the Judge. Sanctions are given for failing to turn in their GC forms or for bad and inappropriate behavior at school. Grade Court never gives a sanction of detention for bad grades unless it is the result of a student refusing to do their work. The Judge may give them



a sanction of mini-work detail, YIPS, Accountability Matters, Endurance, and or detention for suspension from school.

- 0 Rita Jaramillo, Grade Court Case Manager will visit the schools as an advocate for the clients. Rita's intent is not to be there as a probation officer but to provide assistance for some clients educational needs. It is our intent to only pull a client out of class if the teacher requests a conference with Grade Court staff present.
- 0 Grade Court will deal with all educational issues for clients on probation. Grade Court staff and Probation Officers meet regularly to staff clients.

