



**Meridian Technical Charter High School**  
*Citizenship & Professionalism Grade*  
*Grade Level Team Teachers*

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## **Description**

Each student will receive a grade in professionalism and citizenship. If a student is failing on any Report Card prior to S2, they will receive a letter outlining what the student needs to accomplish to pass. This grade will be P/F. This grade will not impact a student's GPA. If the students are failing at the end of the year, they will have to appear before the board to remain at MTCHS. Grade Level Team Teachers will assign this grade. The grading rubric for this citizenship class can be found on the MTCHS website. Grades will be composed of the following:

- Community Service
- Professional Dress
- Activity Days
- Student Employability Review
- Compliance with School Policy

## **COMMUNITY SERVICE**

Community service is an activity that one performs and does not intend to receive compensation. In an initial attempt to have students experience community service, MTCHS is requiring students to perform 5 hours of school sponsored community service each year. School sponsored community service is an activity that is sponsored by MTCHS or one of MTCHS organizations and appears on the MTCHS Community Service List. A list of those activities is listed below. The MTCHS sponsor of each activity will have a sign in sheet for students at the activity that will be used to track community service hours. Copies of these sheets will be turned over to grade level team teachers for recording of these grades.

Community Service List (All events will be posted on the school calendar and news section of the web site.)

- School Beautification Days
  - September 27
  - Spring
  - Sponsor: Chris Housel and PTSO
- Adopt-A-Highway
  - September 27
  - Spring
  - Sponsor: Ms. Green and NHS
- Rake-Up Boise
  - November 22
  - Sponsor: Ms. Green and NHS
- Computers for Kids
  - To be determined
  - Sponsor: SkillsUSA
- Community Service Activity Days
  - To be determined
  - Sponsor: Chris Johnson

## PROFESSIONAL DRESS

Professional Dress Days are a part of the goals and mission of this professional technical school. Monthly professional dress days, or otherwise designated professional dress days by faculty and administration are required. Students are expected to dress in professional business attire on these assigned days. *Professional dress guidelines* are as follows:

Hair	Neatly combed or brushed, clean, both eyes visible, male and female long hair should be pulled back
Facial Hair / Makeup	Neatly trimmed or clean shaven, no non-traditional make-up
Belt or suspenders if pants have belt loops	Non-studded, non-decorated, match slacks, belt tongue tucked into loop
Jewelry	No facial jewelry, one pair earrings in different ears, may wear one watch, no more than one non-obtrusive ring per hand.
Shirt / Blouse	Clean, pressed, without wrinkles, collared, no logos except MTCHS or SkillsUSA, undershirt required with light or see-through fabric, no holes or frays, shirt tails tucked in, cleavage should not show
Slacks or Skirt for girls	Not too tight, not too short (skirt knee length, no high water pants), no cargo pants (4 pockets max), no frayed hems, no holes, waist of pants must fit at waist, no chains or studs.
Socks or Hosiery	Match hem of pants, no white socks with pants unless wearing white pants, flesh toned hosiery, no holes or runs.
Shoes	Dress shoes, no athletic style shoes, closed toe, closed back shoes, match outfit, clean and polished, shoes should be paired in color and style.
Personal Hygiene	Showered, no odor, use deodorant/anti-perspirant, no extra cologne or perfume, clean breath, no gum.
Overall	Overall presentation of student is neat and tidy, student is not chewing gum, student is making eye contact, student's posture is straight.

## ACTIVITY DAYS

Special activity days, including fitness days, are considered part of the curriculum and mandatory. Students who miss a fitness day will be required to make up the assignment under the direction of the Fitness Coordinator and grade level team teachers. Fitness grades are based upon participation, effort and attendance.

## EMPLOYABILITY SKILLS REVIEW

- Written Evaluation of student performance of employability skills
- Review of strengths and areas of improvement
- Plan of action for improvement

## COMPLIANCE WITH SCHOOL POLICY

One component of citizenship and professionalism is observance of policy. This includes absences, tardies, Senior Internship Check-In/Out and overall school behavior.

## Grading

Grading of the Citizenship and Professionalism Grade will be based on the categories of community service, professional dress, activity days and compliance with school policy. Each category is worth 100 points for a total of 500 points for the year. Also each category is a competency and must be passed with a 74%. Grades are recorded by grade level team teachers.

Each category is broken down as follows:

- Community Service (100 points)
  - 20 points per hour
  - The sponsoring MTCHS staff member will turn a list of students and hours in to Robert Caldwell who will distribute to the grade level teachers following completion of the Community Service Day.
- Professional Dress (100 points)
  - 9 points for first professional dress day and 13 points per Professional Dress Day thereafter based on the above rubric
  - If a student does not dress on the specified day, they may choose to receive a zero for that day, or change into professional dress day clothes in the closet for maximum of a 74%.
  - If a student does not turn in the rubric the late work policy will be followed for a maximum grade of a 74%.
  - If a student is absent, they must dress professionally on another day and pickup/return a professional dress rubric on that day to Ms. Riley.
- Activity Days (100 points)
  - 25 points per activity day
  - If a student is absent, they must contact Mr. Johnson for makeup requirements.
- Student Employability Review (100 points)
  - Details to follow after professional development
- Compliance with School Policy (100 points)
  - Each student begins with 100 points and will lose points as follows
    - 1 point deduction per tardy
    - 1 point deduction per day of absence
    - 5 point deduction for Step 1 Referral
    - 10 point deduction for Step 2 Referral
    - 1 point deduction for Seniors who do not check in and out for Senior Internship correctly