

Donna Shepard Intermediate CHARGE Card Policy and Procedures

Trust is a reliance on the character, ability, strength and truth of someone or something. Trustworthiness is a duty entrusted to someone to be cared for in the interest of another.

This year at Donna Shepard Intermediate we will be creating a culture of trust, respect and responsibility. Your Child will be given a CHARGE Card that they will wear around their necks like ID cards. CHARGE Cards will be picked up each day during morning Homeroom time by students between 8:00 am and 8:30 am, and will be returned to the designated teacher between 3:45 pm and 3:55 pm. If a student arrives to class after the 8:30 am bell without an excused slip, they will not be issued their CHARGE Card for the day.

Charge Cards are designed to be a cooperative behavior management tool between your child and his/her teacher. CHARGE Card behavior management involves Donna Shepard Staff trusting our students to make the right choices during the school day. With that trust, Campus-Wide privileges are given (see below). Once a student has broken the trust bond with a teacher, several things must happen in order to rebuild that bond:

1. The student must turn over their CHARGE Card to the teacher with which trust was broken
2. The student loses the privileges that they are entrusted with while wearing the card
3. The teacher and that student together must decide the best way for them to regain that trust. This requires a conversation between the teacher and the student about what caused the break in trust and what can be done to repair the break in trust. Details for regaining CHARGE cards shall be determined on a case-by-case basis with the goal of helping students understand the impact of his or her actions.
4. Once trust is regained, the CHARGE Card and the privileges will be returned to the student.
5. If, at any time, a student is without their CHARGE card (regardless of whether it was lost or taken away), all trust privileges will be revoked.

Campus-Wide Trust Cards Privileges

- To move freely through the halls during the three minute passing periods or other designated transitions.
- Extra Recess on designated days
- Ability to attend Dances/Extra School Activities if CHARGE Card has not been taken by a staff member.
- Free seating in café (within grade level, facing front) on random days announced.
- The ability to assist teachers by running errands as needed

**Privileges are not meant to hinder the educational process and may be put on hold during class time in order for learning to appropriately take place.

If a CHARGE card is lost, students will be able to get another card by paying 100 Mustang Bucks or teacher decided acts of kindness as needed in the event that students do not have the bucks available.