



Middle School Student Aide Contract Form

Print Form

Office of Instruction
Mat-Su Borough School District
501 N. Gulkana
Palmer, AK 99645
P: (907) 746-9212 || F: (907) 746-9292

- Instructions:** The guidelines for serving as a student aide are as follows:
- Grade will be Pass/Fail and will be assigned by the supervising faculty member.
 - Evaluation will be determined by the Student Aide Assessment Form.
 - Students may only be an aide for one semester (or 2 quarters).
 - Only one Aide position is allowed per student each semester.
 - *It is recommended that a faculty member have no more than two (2) Student Aides in a semester.*

The original form is to be filed in the student's permanent file after approval; one copy is to be filed with the counselor; one copy is for the student.

Student Name	<input type="text"/>	Student ID	<input type="text"/>	Grade Level	<input type="text"/>
Middle School	<input type="text"/>	Semester	<input type="text"/>	Class Period	<input type="text"/>
Teacher Name	<input type="text"/>	Room # / Location of Position <input type="text"/>			

Requirements:

- Proficient on MAP Assessments (Reading, Language Use, and Math)
- 8th Grade Student in Good Academic Standing

Course Being Dropped for Student Aide Position

Teacher Signature of Course Being Dropped _____

I have read and agree to follow the guidelines of the Mat-Su Borough School District's Other Credit Option Student Aide Policy.

Student Signature Date

Parent / Guardian Signature Date

Teacher Signature Date

Recommendations (Signature indicates approval is recommended)

School Counselor Signature Date



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Check the box that accurately describes your assessment of the student. If any skill is noted as being "unacceptable," the student is in jeopardy of losing credit for the Student Aide course.

- This form is to be:
- Copied and retained by the supervisor of the Student Aide.
 - Filled out at the end of the semester.
 - Copied and shared with the Student Aide.
 - Returned to the student's counselor.
 - Filed in the student's permanent file.

Student Name Student ID Phone #

Mailing Address Grade Level

Middle School

Faculty/Instructor Period

Room # / Location Semester

	Employability Skills	Acceptable	Unacceptable
1	Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of credit and/or a failing grade		
2	Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honesty, ethics, integrity) - Shows courtesy and respect (tact) - Appropriately dressed and groomed		
3	Time Management - Dependable in work assignments - Uses time efficiently without sacrificing quality		

Additional Comments

Faculty / Instructor Signature

Date