

Technical Opportunities Program QUARTERLY PROGRESS REPORT

Student Name _____

Date _____

YES NO Initial one-on-one session scheduled

YES NO Fractions post test passed

YES NO Satisfactory participation in aerobics

YES NO Homework complete

missing assignments:

Math _____

Journal _____

Spatial _____

“We’ll Call You” _____

Measuring _____

Other _____

Aerobics: _____ absences out of a possible _____ class sessions

Academics _____ absences (in 3.5 hr segments)

_____ tardies (3 equal 1 absence) _____ early dismissals (3 equal 1 absence)

_____ **Total 3.5 hr. segments missed**



In danger of not receiving a certificate of completion due to:

_____ low test/quiz scores _____ missing homework _____ poor attendance

_____ failure to attend tutoring _____ lack of preparation



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Technical Opportunities Program MIDTERM PROGRESS REPORT

Student Name _____

Date _____

YES NO Initial one-on-one session scheduled

YES NO Math Midterm passed

YES NO Satisfactory participation in tutoring

YES NO Satisfactory participation in aerobics

YES NO Homework complete **missing assignments:**

Math _____

Journal _____

Spatial _____

"We'll Call You" _____

Measuring quizzes _____

Other _____

attendance:

_____ absences (in 3.5 hr segments)

_____ tardies (3 equal 1 absence) _____ early dismissals (3 equal 1 absence)

_____ Total 3.5 hr. segments missed



In danger of not receiving a certificate of completion due to:

_____ low test/quiz scores _____ missing homework _____ poor attendance

_____ failure to attend tutoring _____ lack of preparation



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Technical Opportunities Program: Test Prep Module PROGRESS REPORT

Spring Summer Fall Class of 20____

Student Name _____

Date _____

Attendance data: _____ absences + _____ tardies + _____ early dismissals = _____ **Total sessions missed**

Case Management tasks completed: goal setting _____ one on one session _____ drug test passed _____

Major test scores:

math midterm _____

math final _____

Pre test scores:

Multiplication _____

Trade vocabulary _____

Reading _____

Measuring _____

Spatial Visualization _____

Numerical Reasoning _____

Math _____

Tool Recognition _____

Post test scores:

Multiplication _____

Trade vocabulary _____

Reading _____

Measuring _____

Spatial Visualization _____

Numerical Reasoning _____

Math _____

This student has met the criteria for advancement into the workshop module and *currently* is eligible to receive a certificate of: completion _____ participation _____ (if attached criteria are met.)

OR

This student has failed to meet the criteria for advancement into the workshop module due to poor academic performance _____ poor attendance _____ and is not eligible for any certificate.

Withdrew from class; last date attended _____

Comments:



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Technical Opportunities Program: Test Prep Module

FINAL STUDENT CHECKLIST

Student Name _____

Date _____

- attendance:**
- A. _____ absences on _____
(each 3 ½ hours missed equals one absence)
- B. _____ early dismissals on _____
(3 early dismissals will equal one 3 ½ hour session missed)
- C. _____ tardies on _____
(3 tardies will equal one 3 ½ hour session missed)
- D. _____ **Total 3 1/2 hour sessions missed**

academic progress: math midterm score _____ math final score _____

battery of post tests taken _____ homework/quizzes completed _____

missing homework/quizzes _____

actively participated in aerobics and tutoring (when required) _____

job readiness tasks completed: goal sheets _____ non-traditional resume _____ job readiness kit _____

participated in scheduled counseling sessions _____ passed drug test _____

Below are explanations for the two T.O.P. certificates. Check the criteria that you meet. If you meet all 5 of the criteria under Certificate of Completion that's the one you *may* receive. If not, try the Certificate of Participation. If you cannot qualify for the Certificate of Participation, you will not receive any certificate. Circle the **one** which **currently** applies to you. Then see me. (Remember: you have not yet completed the workshop phase, with its additional attendance and performance criteria.)

Certificate of completion

- _____ missed no more than **3 3½ hour sessions**
(3 tardies/early dismissals equal 1 absence)
- _____ scored at least **76%** on **midterm**
- _____ scored at least **76%** on **math final**
- _____ homework & job readiness tasks completed

Certificate of participation

- _____ missed no more than **5 3½ hour sessions**
(3 tardies/early dismissals equal 1 absence)
- _____ scored at least **75%** on **midterm**
- _____ scored at least **75%** on **math final**
- _____ homework & job readiness tasks completed

Not eligible for any certificate



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