**TIME MANAGEMENT/EMPLOYABILITY CONTRACT**

**2nd Nine Weeks**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student’s name) agree on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) to do the following items/assignments of my choice to fulfill my Time Management/Employability/ Leadership Development Contract this 2nd 9 weeks. I realize this assignment will be worth **a maximum** of **50 points** for the 2nd 9 weeks period. I also understand that this is a **required assignment** for this course.

**Second 9 weeks ends on Dec 20, 2018**

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| **\*Signup required** | CONTRACT ITEM | Possible **Points** | **DATE COMPLETED & POINTS EARNED** |
|  | Dress for Success (no t-shirts, tennis shoes, no jeans, no denim skirts, males must have collar on shirt, etc.)-may dress 3 times during the 9 weeks on **ANY DAY** to receive credit.  1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3. ­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | 10  10  10 | (show your teacher & get initialed each  time to earn points) |
| \* | Snack Shack Manager  Unloading Snack Shack Items  Stocking Snack Shack | 5 /wk  \_\_  \_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Attend a BPA Monthly Meeting  Nov. 5  Dec. 10 | 10  10 |  |
| \* | Door Greeter/Hosts | 5 |  |
| \* | Clean Up Crew (Wipe down desk, screen, key boards, mouse and take out trash) | 5 |  |
| \* | Attendance Assistants | 5 |  |
|  | Punctuality: No Tardies | 5 |  |
|  | Perfect Attendance all Semester | 10 |  |
|  | Professional Job-**no nepotism** (must work at least 12 hrs/week-at a business, not someone’s home & copy of Pay Stub) | 20 |  |
|  | Parent/Guardian attending P-T conf. | 5 |  |
|  | BPA Community Service Projects/Volunteer Work: 1 hr. = 10 pts.  Donated Candy $\_\_\_\_\_\_\_\_\_\_\_  Abba’s Table Nov. 19 5:00-7:00pm  Veteran’s Day Decorating  Oct. 23\_\_\_, Oct. 30\_\_\_, Nov. 6\_\_\_\_  Golden Year’s Community Service  White Drive donation  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_  \_\_  \_\_ \_\_  \_\_  \_\_ \_\_ |  |
|  | TOTAL POINTS EARNED |  |  |

Any outside volunteering needs to be accompanied by a sign note by the event coordinator to receive credit.