

Name:		Total Possible Point Value	Day of the week:	
PICKUP/ARRIVAL/BREAKFAST		20		
Come out within 5 mins	1		Comments:	
Dressed according to dress code	1			
Follow metal detector process	1			
Place belongings including phone into locker	1			
Circle up for expectations group/morning check-in	1			
Follow staff direction	5			
Accept redirection	5			
Appropriate language/conversation	5			
AM PROGRAMMING		30		
Prepared for activities on time	5		Comments:	
Morning participation (school, outing, therapy, etc.)	5			
Follow staff direction	5			
Clean area/complete any assigned chores	5			
Accept redirection	5			
Appropriate language/conversation	5			
PM PROGRAMMING		30		
Prepared for activities on time	5		Comments:	
Afternoon Participation (school, outing, therapy, life skills)	5			
Follow staff direction	5			
Clean area/complete any assigned chores	5			
Accept redirection	5			
Appropriate language/conversation	5			
EXTRA CREDIT (LEADERSHIP BEHAVIORS)		25		Extra credit is not included in the total possible points, only in points earned
One point rewarded for each leadership behavior	25		1 - 2 - 3 - 4 - 5 - 6 - 7 - 8 - 9 - 10	
GOALS (phases 2 and 3 only)		20		
AM	10		Comments:	
PM	10			
TOTAL POINTS/PERCENTAGE	/100%	/		
WEEKLY TOTAL/PERCENTAGE	Total points/Total possible		/	Average percentage for week

Additional Comments/Leadership behaviors:

BASIC GUIDELINES

Youth Development Specialist staff will complete achievement sheets together collaboratively and shall discuss point values for overlapping periods of the day.

Any portions of programming that don't apply will not be included in the daily/weekly % (for example if a youth is dropped off by parents we won't add or remove points for coming out to the van on time)

Comments shall include successes and challenges during the earning period as well as incentives and/or interventions when applicable.

Follow staff directions refers to all reasonable requests and guidelines as defined in the code of conduct (e.g. wearing a mask, no horseplay, access to the kitchen, being in permitted area, etc.)

If youths have an unexcused absence they will receive zero points for the day.

If youths have an excused absence or if there isn't programming on any day, points for that day are not factored into the weekly %.

Any shortened days of programming will be prorated to end after dismissal.

Items with possible point value of 1 point are graded on a yes or no basis dependent on whether the youth completed the required task. 1=yes, 0=no

Items with possible point value of 5 are as follows:

- 0 = never
- 1 = very rarely
- 2 = rarely
- 3 = sometimes
- 4 = often
- 5 = always

Phase 1: 60 of 80 points daily = successful day (approx. 75%), assuming no pro-ration

Phase 1: 300 of 400 points weekly = successful week (approx. 75%), assuming no pro-ration

Goal possible point values (10 possible) are as follows:

- 0 = never
- 2 = very rarely
- 4 = rarely
- 6 = sometimes
- 8 = often
- 10 = always

Phase 2, 3: 75 of 100 points daily = successful day (approx. 75%), assuming no pro-ration

LEADERSHIP BEHAVIORS

Phase 1: 375 of 500 points weekly = successful week (approx. 75%), assuming no pro-ration

1. **Take accountability/responsibility:** taking ownership of what happens as a result of your choices or actions
2. **Demonstrated active listening:** fully listening and concentrating on what is being said rather than just passively “hearing” the message of the speaker
3. **Verbal Communication:** using words rather than gestures or mannerisms to successfully express yourself to others
4. **Empathy:** demonstrate the capacity to understand or feel what another person is experiencing from within their frame of reference - walk a mile in someone else’s shoes
5. **Constructive feedback:** information specific, issue focused feedback, based on observations – attack processes not people
6. **Empowerment:** help the people around you have the power to achieve their goals with your support
7. **Interaction:** show enthusiasm in interacting with others, embrace new situations, and be curious to make new connections
8. **Adaptability:** be willing and able to change in order to work within changing conditions
9. **Influence:** leaders have the ability to have an effect on the character, beliefs, opinions, development, and behaviors of their peers – use this power for good
10. **Dependability:** do what you say you will do, at the time you said it would be done, to the standard expected to gain confidence and trust
11. **Resilience:** recover from difficulties and persevere
12. **Reflection:** think back, observe yourself and your actions, and learn from it
13. **Self-awareness:** have a conscious knowledge of your own character and feelings allowing you to maintain calm and control in difficult situations through emotional regulation
14. **Confidence:** display self-assurance from an appreciation of your own abilities and qualities without either underselling or overstating your abilities
15. **Assertiveness/advocacy:** the ability to stand up for your own or other people’s rights in a calm and positive way, without being either aggressive, or passively accepting wrong