

Dear Mr. McCullough,

Date: _____
(student must write date in pen above)

The following student _____
(student must write their full name in pen above)

was unable to get unzapped because I, the teacher, was unavailable this past week during my predetermined unzip days/time period. Due to my unavailability, please allow the student above to show you their unzapped assignment so they can escape the penalty for being on the ZAP list **last week**.

Sincerely,

(teacher signs the above in pen) Date: ___ / ___ / ___

Circle the student's class/subject:

Math , Language Arts , Social Studies , Science , Explore/Elective , P.E.

Note to the above teacher: If the ZAP of concern is older than a week then only sign the letter if you were ALSO unavailable for more than a week. The idea behind the letter is if the student didn't have an opportunity to get unzapped then they shouldn't be penalized. If you feel they should be penalized then do not sign the letter. Every week my students earn 40 points for not having their name on the ZAP list. If they are able to show me they have been unzapped then they earn 36 points (an A-) for the week and their ZAP count for the week is deleted.

Note to the student: Present this letter during the predetermined day/time your teacher has set for getting unzapped in their class before they unzip you.