

Advisor Agenda – 9th Grade

Monday, September 28th

1. Read Daily Bulletin
2. Handouts – School Pictures
Your advisees' school pictures were placed in your mailbox on Friday. Please hand them out.
3. Special Announcement - Picture Retake Day
Lifetouch will be here for picture retakes on October 5th from 7:15 a.m. – 2:00 p.m. in Room D42. This is for anyone who did not get school pictures during registration OR any student who would like their pictures redone.
 - If you are getting retakes, you must bring your complete picture packet to give to the photographer.
 - If you are getting pictures for the first time, pick up an order form from the front office.
4. Handouts – Open House Schedules
Please have give every student a yellow half-sheet Open House schedule (they were in your box on Friday) and have them write in their schedule with room numbers. They need to then take these home to their parents for use at Open House on Wednesday night.
5. Activity – Student Handbook – focus on **Disciplinary Actions, Filing Complaints/Grievances, Student Services**
Students should have their handbooks out – they can share with a neighbor if necessary. Please do whatever makes sense for your group on how to discuss these topics . You may choose to simply read out loud, ask for volunteers, quiz them and provide answers...the method is unimportant as long as the information is addressed

Please focus special attention on the following:

- Fines (p. 22) – students will be charged for damage to school property including their lockers. Students parking in unauthorized spots can be fined as well. No parking in back lot – that is for teachers only
- Police/Fire Referrals (p. 22) – will be made when a student engages in an unlawful activity
- Student Support Team (p. 22) – meets each week to discuss student needs and focus on intervention with students
- Filing complaints (p.23) – please do so if you feel you have been a victim of harassment – the first step is to report harassment to the administration and then determine if formal steps need to be taken

- Confidentiality (p. 23)– we will work hard to preserve the confidentiality in investigations
- Computer Lab (p. 25) – use your own login and password (not a friend’s) – the drop in lab is not for blogging, instant messaging, downloading music or videos – printing is free unless you are printing a class worksheet, multiple copies, color documents, or documents NOT related to school
- Library (p. 26) – you need a student body card to check out books – this is a QUIET area and is ELECTRONICS-FREE – food and beverages are NEVER allowed in the library
- Visitor/Guest Pass Policy (p. 27) – Please read the policy aloud to the students

Advisor Agenda – 10th Grade

Monday, September 28th

6. Read Daily Bulletin
7. Handouts – School Pictures
Your advisees’ school pictures were placed in your mailbox on Friday. Please hand them out.
8. Special Announcement - Picture Retake Day
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 - If you are getting retakes, you must bring your complete picture packet to give to the photographer.
 - If you are getting pictures for the first time, pick up an order form from the front office.
9. Handouts – Open House Schedules
Please have give every student a yellow half-sheet Open House schedule (they were in your box on Friday) and have them write in their schedule with room numbers. They need to then take these home to their parents for use at Open House on Wednesday night.
10. Handouts – Parent Permission for Off Campus
These pink half-sheets were placed in your mailbox on Friday. Please hand them out to students and ask them to return them to the Front Office once they have been signed by a parent.
11. Activity – Student Handbook – focus on **Disciplinary Actions, Filing Complaints/Grievances, Student Services**

Students should have their handbooks out – they can share with a neighbor if necessary. Please do whatever makes sense for your group on how to discuss these topics . You may choose to simply read out loud, ask for volunteers, quiz them and provide answers...the method is unimportant as long as the information is addressed

Please focus special attention on the following:

- Fines (p. 22) – students will be charged for damage to school property including their lockers. Students parking in unauthorized spots can be fined as well. No parking in back lot – that is for teachers only
- Police/Fire Referrals (p. 22) – will be made when a student engages in an unlawful activity
- Student Support Team (p. 22) – meets each week to discuss student needs and focus on intervention with students
- Suspension of Driving (p. 22) – read carefully to students and then read Improper Vehicle Use (p. 19) – we have had several speeding students and improper vehicle use incidents already this year
- Filing complaints (p.23) – please do so if you feel you have been a victim of harassment – the first step is to report harassment to the administration and then determine if formal steps need to be taken
- Confidentiality (p. 23)– we will work hard to preserve the confidentiality in investigations
- Computer Lab (p. 25) – use your own login and password (not a friend's) – the drop in lab is not for blogging, instant messaging, downloading music or videos – printing is free unless you are printing a class worksheet, multiple copies, color documents, or documents NOT related to school
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Advisor Agenda – 11th Grade

Monday, September 28th

Hello 11th Grade Advisors – This is your day to attend the Class Meetings in the auditorium.

11th graders were instructed to go directly to the auditorium after 3rd period. It is a good idea to put a sign on your door giving them the same direction in case you have a few who forget. Linda will make an announcement to remind them.

Rows are labeled with teacher names and students must sit in their assigned Advisor row. Please have them fill in the seats in your rows nearest the center aisle first. This will allow for you to monitor them easily. I have attached your seating assignment.

Cherie, Julie, and I will lead the presentation with a conversation about policies and procedures at CVHS.

Handouts – School Pictures

Your advisees' school pictures came on Friday and were placed in your mailbox. Please hand them out to Advisees while in the auditorium today.

Handouts - Open House

Please give each of your advisees the yellow half sheet that explains the Open House schedule. This is for them to take home to parents for Open House on Wednesday night.