

Advisor Agenda – 9th Grade
Monday, September 21st

Hello 9th Grade Advisors – This is the second day of Class Meetings in the auditorium.

Advisor Agenda – 10th and 11th Grades
Monday, September 21st

1. Read Daily Bulletin
2. Handouts - School Pictures
Your advisees' school pictures were placed in your mailbox on Friday. Please pass them out to students today
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.
4. Collect Handouts – 10th Grade Only
Please collect any PSAT forms (the yellow half-sheet) from your advisees. If they plan to turn one in, but forgot it today, please direct them to turn it in to the Career Center.
5. Activity – Student Handbook – focus on Attendance, Academic Policies, Student Conduct
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.

Attendance - Pages 15/16

- Attendance – Pre-arranged absences require a pre-arranged absence form. Keep this in mind as you and your family plan for trips that will take you out of school during the school year.
- Attendance – Absences must be cleared within 48 hours with a call to the attendance office.
- Attendance – Tardies – teachers set the policy and behavior staff support the consequences.

Academic Policies Pages 8/9

- Academic/Credit Policies – Credit Denial
 - Check course syllabi for specific details of credit denial policies
 - Students will be warned by their teacher if they are in danger of being credit denied.
 - Students must take appropriate action to prevent this from happening
 - Students will be informed by a counselor or administrator if credit denial is being used as a consequence for their poor attendance and performance in a class
- Academic/Credit Policies – Pass/No Pass – arrangements for pass/no pass must be made with the teacher within the first nine weeks of the class.

Student Conduct begins on page 17

Three Basics – Be Safe, Be Respectful, Be Responsible – as you read through the prohibited behaviors, ask students to determine under which of the three basics each policy fits and to explain their answer.

- **Assault** – remember that encouraging this behavior can carry consequences as well
- **Cheating/Plagiarism** – Please focus on what is considered plagiarism. Encourage them to check with a teacher if they have a question regarding their writing.
- **Gambling** – cards are fine...gambling and playing for money is not

- **Hall Behavior** – 11th graders do a great job...but please pay attention to those trying to move past the blobs of students that gather in the main hall
- **Harassment** – never allowed, zero tolerance – if a student feels this way they should talk to a staff member immediately and it will be dealt with
- **Inappropriate Computer Use** – the district will take away internet privileges from students due their behavior while on their accounts
- **Skateboards, etc.** – riding while on campus is prohibited. We will hold them in the front office for the day if you want to keep them safe
- **Substance Abuse**- Please read policy. Remind them that law enforcement will be contacted if necessary. If they know of this happening on campus they should inform a staff member who will deal with it confidentially. (In the assembly we will explain “reasonable suspicion” and our decision to search a student)
- **Theft/Vandalism** – Remind students to report thefts to Dan or Kodi. We keep track of that information and sometimes recover stolen items
- **Weapons** – Again, if students have knowledge of weapons on campus they should inform a staff member immediately.

Advisor Agenda – 12th Grade
Monday, September 21st

6. Read Daily Bulletin
7. Handouts - School Pictures
Your advisees’ school pictures were placed in your mailbox on Friday. Please pass them out to students today
8. 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.
9. Activity – Student Handbook – focus on Attendance, Academic Policies, Graduation
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.

Attendance - Pages 15/16

- Attendance – Pre-arranged absences require a pre-arranged absence form. Keep this in mind as you and your family plan for trips that will take you out of school during the school year. Just telling your teachers is not enough – you must complete the form with signatures and give it to Mrs. Barr in attendance.
 - This becomes a big issue for seniors who are planning trips to visit colleges – you must complete the PINK pre-arranged absence form if you are planning a trip.
- Attendance – Absences must be cleared within 48 hours with a call to the attendance office.
- Attendance – Tardies – teachers set the policy and behavior staff support the consequences.

Academic Policies Pages 8/9

- Academic/Credit Policies – Credit Denial
 - Check course syllabi for specific details of credit denial policies
 - Students will be warned by their teacher if they are in danger of being credit denied.
 - Students must take appropriate action to prevent this from happening
 - Students will be informed by a counselor or administrator if credit denial is being used as a consequence for their poor attendance and performance in a class

- Academic/Credit Policies – Pass/No Pass – arrangements for pass/no pass must be made with the teacher within the first nine weeks of the class.

Graduation Credit Requirements pages 6, 7, 10, and 12

- Credit Requirements – Career Development .5 credit is your Advisor credit
- Early Graduation – you must get counselor approval to graduate early
- Walking at Graduation – you must be within ONE CREDIT of graduation to walk at the ceremony

Val/Sal Criteria

- Val/Sal Criteria – review criteria

Student Records – the “Transcripts Coordinator” on campus is Mrs. Wonsley located in the office between attendance and the registrar’s office.

- Student Records –Mrs. Wonsley must have two days to process transcripts. Don’t ask her the day your application is due for a copy of your official transcripts! Bring \$5 to pay for your transcripts.
- College Application Processing Service – Please read this out loud to students and have them check with Barb Gilroy if they have any questions.