

## ADVISORY FRIDAY PARENT INFORMATION

### Guiding Principles of Advisory Friday

Creating and strengthening meaningful mentoring relationships between students and faculty is a hallmark of a Maeser education. The overarching purpose of Advisory Fridays is to allow students the opportunity for increased one-on-one interaction with teachers. Additionally, we've come to realize additional benefits of Advisory Fridays such as administering tests, providing students with opportunities to catch up on work, giving teachers additional preparation and collaboration time, and having dedicated time for special education services and mental health counseling without having to pull students out of class during the week.

While the actual logistics of Advisory Fridays are different from the rest of the week, *Advisory Fridays are still school days.*

### Expectations for Advisory Fridays

#### *In Person Attendance*

**If PowerSchool indicates that students have an F in any class, we highly encourage students to be on campus for Advisory Friday.** Because Advisory Fridays are school days, students should plan on attending *in person* if they have make-up work, need extra help, or have been asked to come in by their teacher. Additionally, teachers may assign tests, labs, or projects that require students to attend in person on Advisory Fridays. Teachers are expected to communicate effectively and in advance with students and parents when this happens.

Students who are passing classes and haven't been invited to campus by a teacher may work on coursework from home on Advisory Fridays. We also recognize that some students might work better with parental supervision at home on Fridays.

#### *Lion Success Plans*

All students who come to campus will be required to choose which classes they need/want to attend while they are on campus, and then follow the bell schedule to go to those classes. This individual schedule is called a Lion Success Plan (LSP). This weekly LSP will help students spend their time on campus productively and effectively. It will also serve an important safety function by helping teachers and administrators know where students are supposed to be in the case of an emergency. *Note: the LSP form can only be filled out using a school email account.*

Parents whose students are failing a class will receive an email reminding them that their student is encouraged to come on campus to Advisory Friday. This email will also include a link to a google form where students can create their LSP. Students should complete their LSP before coming to campus on Fridays. The LSP can only be accessed via a student's Maeser account.

### ***Advisory Friday Bell Schedule***

To help students be more productive with their time on campus, Advisory Fridays will be divided into 4 periods. Students will indicate in their LSPs where they will spend each period.

1st Period	9:00-9:45
2nd Period	9:50-10:30
3rd Period	10:35-11:15
4th Period	11:20-12:00pm

### **Procedures for Advisory Friday**

#### ***All Students:***

- All students attending in-person on Friday are required to create a Lion Success Plan (LSP) prior to their arrival. Students can create their LSP in the following ways:
  - All students will receive a weekly email with the link to create an LSP.
  - Parents of a student who is failing a class will receive an email. The LSP Google Form will be linked in that email.
  - Students can come to the front office and scan the QR code to create their LSP.
  - A link to the LSP Google Form will be in their Advisory Google Classrooms.
- All students will follow the bell schedule
  - If a student needs to stay in one class for more than one period, they can sign up for that class multiple times on their Lion Success Plan.
  - While Advisory Fridays allow for individualized flexibility, students should be supervised. Students who are on campus must be in a classroom during class periods. Specifically, they should be in the classroom that matches their Success Plan.
  - If a student only needs to come to campus for part of the day, they can mark "Home" on their LSP. If that is the case, they must be checked out and picked up. Students may not be on campus if they are not working with a specific teacher. If a student has

selected “Home” and is waiting to be picked up, they will wait in the Library until you check them out.

- Advisory Fridays are not designed to be social gatherings or babysitting. If students are not working on school work, they should go home.
- School hours are from 9am-12pm on Fridays.
  - Students who arrive before 9:00 are invited to sit quietly in the hallway and get started on their work.
  - Unless they are participating in a specific school activity, students should be picked up promptly at 12:00pm. Teachers are not expected to supervise students after 12:00pm.
- Campus is “closed” for all students on Advisory Fridays.
  - This means, for example, that students cannot go to the gas station, Costa Vida, or McDonald’s and return to campus.
  - Students who leave campus will be marked with a sluff in their Advisory class. Additional school discipline may result.
- Students who complete their school work may be picked up early and/or checked out in accordance with our normal checkout procedures.

### ***Teachers:***

- Teachers should have grades updated to facilitate communication with parents and students about whether students are required to come to campus on Advisory Friday.
- Teachers will be in faculty and department meetings from 8:00-9:00.
- Teachers will be available on campus to students from 9-12:00.
- Practices, rehearsals, and other extracurricular activities can begin at 12:00.

## **Attendance-taking on Advisory Fridays**

All students, including those students who are on campus, must complete the Attendance Question in their Advisory Google Classroom by 11:30am in order to be marked “present”.

## **Frequently Asked Questions**

### ***As a parent, how do I log into PowerSchool?***

Go to the [PowerSchool website](https://maeserprep.powerschool.com/public/home.html) and enter your login credentials.

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If you don't know your login credentials (and/or can't recover them using the "Forgot Username or Password" link), you can email [info@maeserprep.org](mailto:info@maeserprep.org) for help.

***How does my student sign up to take a test in the testing center?***

When they create their Lion Success Plan (LSP), they can select "testing center" as one of the options. If they think the test will take longer than one period, they can select "testing center" for as many periods as they think you'll need. Once finished they will remain in the testing center until the period ends.

***Can my student make up NGs on Advisory Fridays?***

Yes. They should get an NG make-up form in the front office and take it to the teacher whose class they have an NG in. If they don't have work to do with that teacher, they may sign them over to Attendance School.

***Do students have to stay at school the whole time?***

No. Once they have finished any necessary work, they should be checked out and go home.

***I'm not failing any classes. Do I have to come to school on Advisory Fridays?***

No, but they should use the time to study, work on homework, and make sure they're ready for the next week.