

Welcome to AVID Elective! My name is Mrs. Jaimie Hall, and I look forward to a productive and rewarding semester teaching students how to further their educational goals and preparing to apply to colleges and jobs. I am committed to working with each student and parent and have high hopes and expectations for a successful year and a positive experience in my classroom.

This year we will be filled with fun and exciting activities to bring you closer to your future. This semester we will be focusing on the following topics:

Resume Writing College Essay Writing Interviewing Skills Application Completion College/Job research	Cover Letters Business Dress Applying to College ACT/SAT Prep Reading Strategies
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As a part of the AVID contract, students must maintain a 75 or higher in each class and be within the attendance policy. Failure to adhere to these rules will result in removal from activities off-campus, a probationary period, and possible removal from AVID.

#### **Class Rules:**

Be honest.      Be on time.      Be safe.      Be prepared.      Be respectful.

#### **Evaluation:**

*Grading Scale:*

*Assignments are not weighted; final grades are based on a total point system.*

<b>A</b>	90-100
<b>B</b>	80-89
<b>C</b>	70-79
<b>D</b>	60-69
<b>F</b>	Below 60

#### **Supply List:**

Charged computer daily

Pencils/Pens

3 Ring Binder/spiral notebook/folder/or the use of an E-Binder to organize

#### **Weekly Schedule:**

**Monday- Learning Logs are due-we will focus on APGov once we get the fundamentals of AVID and how we will incorporate APGOV into our weekly schedule.**

**Tuesday- TRF or Collaborative Study Groups (CSG) or APGov**

**Wednesday- AVID activities based on concepts displayed on the above chart and APGov**

**Thursday- TRF or Collaborative Study Groups (CSG) or APGov**

**Friday- FUNdamental Fridays- Team Building, critical thinking, and enrichment activities**

**Procedures:**

1. Class Notes
  - Students are expected to take notes during **Learning Activities**. Sometimes there will be guided notes from PPT and focused notes from readings given in class.
  - Students are encouraged to use the Cornell note taking method, in all of their class, but particularly in AVID.
2. Class Work
  - Class work will be completed either individually or as a group, depending on the content covered.
  - Class work is collected and graded for accuracy at the teacher's discretion.
3. Projects
  - Students will complete various project throughout the year. Each project will have a rubric.
  - Students will be given class time to complete projects
  - At the end of the year, a Digital Portfolio will count as 2 project grades. This portfolio will be a display of the documents necessary to apply to colleges.
4. TRFs/CSGs
  - Students are to complete TRF's for tutorials each week or be prepared to participate in CSGs
  - Tutorials are a large part of your grade so please turn them in on time.
5. Absences
  - It is the responsibility of the student to make up all missed assignments. It is also the responsibility of the student to ask what they missed.
  - Students can make-up work during Power Hour.
6. Grades
  - Grades are earned not given.
  - There is no curve.
  - There are no personal extra credit assignments.

**WHAT I EXPECT FROM YOU**

1. To come to class every day, on time, and prepared
2. To complete the assigned work to the best of your ability.
3. To follow school and classroom rules.
4. Never say, "I can't," always try.
5. To seek help when needed.

**WHAT YOU CAN EXPECT FROM ME**

1. To be fair and understanding.
2. To be available when needed for extra work, as much as possible.
3. To work with you, not against you.
4. To make this class fun, interesting and engaging.
5. To work to my best ability so I may provide a premium education.

***Please read and sign the student/parent info sheet as soon as possible. Both parent AND student are required to read and sign the student/parent info and AVID contract.***

**Student/Parent Info**

I, (please print parent name) \_\_\_\_\_, and my student, (please print student name) \_\_\_\_\_ have read Mrs. Hall's *Welcome Letter* and we understand the course requirements for AVID. We also understand that Mrs. Hall is available for any questions or concerns and can be contact via email, [jaimie.hall@onslow.k12.nc.us](mailto:jaimie.hall@onslow.k12.nc.us) or phone, 455-4888 (school), or text message through the Remind App.

**PERSONAL CONTACT INFORMATION:**

**Home Phone Number:** \_\_\_\_\_

**Cell Phone Number:** \_\_\_\_\_

**Work Number:** \_\_\_\_\_

**Best times to be reached:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Please circle the preferred method of communication:**

**Email**

**Phone Call (cell/work/home)**

**Text Message**

*I have read and acknowledge the information included in Mrs. Hall's AVID syllabus.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date