**ACE Advisory**

**When?** 2x a week: Tuesdays from 9:25-10:05am (40 mins)

Thursdays from 2-2:50pm (50 mins)

**Goal:** To create a small, family-like group in which students build trust with one another and with their advisor. Students stay with the same advisor for the time they are in the program.

**Objectives:** 1. Academic progress of students is closely followed

2. Habits of success are unpacked and reinforced

3. Social/emotional wellbeing of the students is monitored

4. Consistent communication with family is established

5. Respectful and supportive community culture is built

1. **Academic progress of students is closely followed**.

Advisor will:

* Meet 1-1 with students weekly to talk about their progress in their classes and review their benchmarks acquisition.
* Trouble-shoot academic support they need in a class and coach student on how to set that up.
* Have regular check-ins about their roadmap and expected graduation.

1. **Habits of success are unpacked and reinforced**

Advisor will:

* Match students with a peer “buddy” in their advisory after having students self-identify their strengths/weaknesses.
* Help students identify ways in which they will work on their Habits of Success (HOS).
* Coach and reinforce the HOS skills. Facilitate a consistently scheduled time when students do written reflection on their personal growth on HOS.
* Monitor student attendance reports and review them with students. Follow tiered attendance intervention checklist with families.

1. **Social/emotional wellbeing of the students is monitored**

Advisor will:

* Create a safe space in advisory with clear norms, practices, and rituals (i.e. Circle).
* Monitor the social/emotional health of their advisees. Follow-up with student and a family if you or another teacher has a concern.
* Make referral to Kara if specific resources/supports are needed to put into place. Work with Kara at communicating with families to approve and help set up social/emotional support services.
* Learn and practice mindfulness activities from Kara with advisees.

1. **Consistent communication with family is established**

Advisor will:

* Serve as the first point of contact with their advisees’ families. Advisors should establish regular and consistent communication with families (at least 1x every 3 weeks) regarding their child’s progress by sharing both positive news and, if necessary, identified concerns. Keep a log that can be shared with Amy and Kara.
* Coach students on how to prepare and facilitate their 2x a year portfolio review with you and their family and 1x a year exhibition with you, their family, peers, and other teachers. Provide tools for advisees to create their portfolio.
* Schedule portfolio reviews and exhibitions at convenient times with families during the last two days of each trimester.

1. **Respectful and supportive community culture is built**

Advisor will:

* Create an advisory identity and spirit through regular team-building activities that are fun and help develop trust. These could include anything from outdoor challenge activities (even camping trips!) to indoor trust-building activities to spirit-building activities (i.e. advisory competitions) to fun (field trips, potlucks, game days, etc…).
* Discuss current events approximately 2x a month and facilitate discussions and/or debates on controversial topics.
* Guide students in organizing and carrying out advisory fundraisers for advisory activities.
* Hold advisees accountable on behavior through advisory structured discussions and restorative justice practices. (see video-clip). If an advisees acts disrespectfully, keep Amy informed and in the communication loop.
* Give positive reinforcement when advisees have shown progress or maturity. Nominate students for trimester awards.
* Hold advisory elections to select a student representative to sit on the ACE Student Advisory Council.

**Have Fun! Enjoy your Advisees!**