

This document is reviewed and revised each year with input and discussion from the advisory. At the beginning of each year we will discuss this document and vote on changes. Thanks for being an active part of the advisory and Polaris!

Grading

A = Exceptional Contributions

B = Above Expectations

C = Meeting Expectations

D = Making Fair attempt

F = Not meeting expectations

Categories:

Participation

Community Service

Leadership/Student Led Activities

Civics / Political Involvement

Career & College Exploration/ Student Led Conferences

Participation

Participation:

Everyone is expected to attend advisory every day (except for excused absences) and participate fully in discussions and activities. During each activity students will be evaluated on their participation. This includes listening, speaking, and physical involvement. When we have study hall / project days, students working on projects or doing homework will receive participation points.

Community Service:

Community Service / Volunteering (per semester):

To earn a passing grade (C) each student completes 8 hours of "community service". 10 would be "above expectations or B" and 12 would be "exceptional or A". 1 day out of 365 is not too much to give back.

There are many ways to serve the community.

We generated the following reasons why all students should be involved in community service:

Helps other in the community

Keeps us connected to other people

Provides experience (think resume)

Demonstrates an interest in others and things around you

Feels good to do for others not yourself

What counts? We said:

- Public performances,
- Organizing events,
- Volunteering for charitable organizations (e.g. red cross, non-profits organizations and associations), or public agencies (e.g. park improvements, trail work, office support, walking dogs at shelter, youth court).
- Fundraising for organizations in need
- Neighborhood service (e.g. snowplowing, babysitting, mowing lawns for elderly or parents with young children - not paid)
- Participating in or organizing community service projects for the Polaris campus (recycling, tutoring others, OP group rep, AD board rep, help Patty with Pennies for patients), helping staff, BPO, Nurse, teachers)

Keep a log of your service & whether the hours are in the building or out of the building. Also letters (on letterhead) from agencies with signatures of supervisor are valuable additions to your portfolio!

Leadership & Civics

Student Led Activity 1 per semester:

Each student facilitates an activity for the advisory at some point during the semester. We feel this requirement is important because:

- 1) Develops leadership skills,
- 2) Opportunity to be in charge,
- 3) Chance to share your knowledge,
- 4) Connects the advisory.

This could be a project, a game, or a discussion. It should demonstrate some knowledge that you have or your ability to organize an event and you can articulate (tell) why the activity is important. It should be interactive, this means that you embrace the role of a "facilitator" encouraging everyone to participate. TV shows and Videos/DVD's are not allowed during this time unless the advisory is creating a video or a discussion topic approved by the advisor has been granted. Plans your activity and bring the supplies needed. SLD activities can not be repeated. Please announce to advisory a day ahead if people need to be prepared to go outside, to the gym or art room so we can wear the appropriate clothes.

Student Led Activity		
Date Completed:	Score Yourself 1-10	Kathryn's Score 1-10
Name of Activity:		
How well did you handle organization?		
Did Everyone have a role - a reason to participate?		
Were your materials here and ready?		
Overall Value/appropriateness of the activity		
What could you improve for next time?		

Civic Involvement:

The advisory will nominate and elect an OP Group representative for middle and high school and an AD Board Representative:

The OP group and AD Board representatives will attend all OP group meetings or all AD Board meetings and report back to advisory on the minutes of the meeting. In the report the representative will:

- lead a discussion that covers what was discussed or what happened,
- find out what our advisory thinks about it,
- send back any concerns or comments from our advisory if applicable.
- In the case that they are unable to attend, the designated rep (OP group) will find an alternate from advisory to attend and report back.

In compensation for the added time this student will incur outside of class work, the representatives will be awarded community service credit of 12 hours for the semester (assuming they meet their duty expectations).

All students are encouraged to attend OP group and AD Board meetings. These meetings give you a sense of how decisions are made in our community and who is make decisions for you and your friends. Understanding the civic process will help propel you into leadership positions.

Career & College Preparation

College and Career Explorations:

Visit the Alaska Career Information System (AKCIS)

<http://akcis.intocareers.org/loginmain.aspx?ReturnUrl=%252fdefault.aspx&cookieTest=y>

On the right hand side of the page click on the "Quick Link" to AKCIS

Enter Username: polarisk12

Enter password: 4AKCIS

Login to your portfolio if you have one, Click on "create "MyPortfolio"" in the upper right if you don't.

For all the activities on AKCIS download the word document, complete it and turn it in or put it in your portfolio for discussion at conference time.

Grade 6

Click on "My Career Plan" on the left Click on "Getting Started: and complete "Data, People, Things Checklist" , "Thinking About Myself" and "Career Cluster Inventory"

Grade 7

Click on My Career Plan on the left Click on "Getting Started: and complete "Reality Check" ad "Career Cluster Inventory" and find an occupation and using the "occupations" CIS component research some occupation.

Grade 8

Click on My Career Plan on the left Click on "Getting Started: and Click on "Research Options" and complete "Research My Options" then click on "set goals" and complete "set goals" and under "make plans" complete the "make education plans"

Grade 9

Working with Ryan, Duncan and Ashley to determine what would be the most helpful for 9th graders.

Grade 10

Click on My Career Plan on the left Click on "looking deeper" then click "research options" and complete "research occupations and preparation research" then go to the "evaluation options" and "evaluate occupation options" and using your goals from the last time you visited your goals "revise goals"

In addition: **Apply for at least one scholarship or award.**

Grade 11

Working with Grace to identify what would be the most helpful to 11th graders In addition: **Apply for at least one scholarship or award.** Strongly recommended to take College Boot Camp in spring intensive if offered

Grade 12

Attend All Senior Meetings, **scholarship portfolio in college and career office** by end of 1st semester.

In addition: **Apply for at least one scholarship or award.**

For all the activities on AKCIS download the word document, complete it and turn it in or put it in your portfolio for discussion at conference time.

Career & College Preparation cont.

Student Led Conference:

Each student will organize a portfolio that shows the development of their work in all subjects they are currently enrolled in. This portfolio will be presented to parents/guardians at your conference. "A" quality work will include:

- Cover sheet with overall educational goals,
- Identified a career path(s),
- Educational Goals strategies you use to assimilate, organize and make sense of information and skills you are learning at Polaris. Specific learning goals and strategies that help you work toward those goals and/or whether or not the strategies are working.
- Current Course Work, collection of documents to support the outstanding student that you are!
- a "working resume" , and
- supporting documents

Evaluate Yourself:

Date Presented:		Very Good	Pretty Good	OK not perfect	Needs Help
Cover Sheet	Includes Name, picture of you, describes your education status				
Career Path(s)	Identified Career Path (s) and what you'd like to do in the next 6 th months to explore the possibilities of that career field.				
Educational Goals	What strategies do you use effectively to make your learning successful, what are some areas you need to work on? Use examples from current classes. Work should have rubrics and you should address your strengths and weaknesses using the criteria on the rubric				
Current Coursework	A list of your classes, what you are doing in them and documents to show your best				
Resume	A working Resume that identifies your educational, job, community service experience and lists awards and recognition you've received.				
Supporting Documents	Transcript, Letters of Recommendations, Awards, certificates, the actual documents that support what your resume says!				
What could you improve for next time?					

Kathryn's Advisory Student Expectation Information

Complete these evaluations and hand them in to Kathryn as requested. Sept/Oct participation before October conferences, SLC evaluation at the conference, SLD, community service log, Nov/Dec participation before winter break, Jan/Feb participation before Feb conferences, SLC evaluation at Feb conference, and SLD, community service log, March/April participation by April 20th.

Participation Date Completed:	On a scale of 1-25 I would give myself a	On a scale of 1-25 Kathryn gives me a
Overall Participation in September /January		
Overall Participation in October /February		
Overall Participation in November /March		
Overall Participation in December /April		

Student Led Activity Date Completed: Name of Activity:	Score Yourself 1-10	Kathryn's Score 1-10
How well did you handle organization?		
Did Everyone have a role - a reason to participate?		
Were your materials here and ready?		
Overall Value/appropriateness of the activity		
What could you improve for next time?		

For OP Group reps only:

OP Group Meetings (For OP Group Reps) Date Completed:	Very Good	Pretty Good	OK not perfect	Needs Help
How well did you take notes?				
Presentation covered all topics discussed				
Lead discussions for OP feedback				
What could you improve for next time?				

For AD Board reps only:

AD Board Meetings (For AD Board Rep) Date Completed:	Very Good	Pretty Good	OK not perfect	Needs Help
How well did you take notes?				
Presentation covered all topics discussed				
Lead discussions for OP feedback				
What could you improve for next time?				