

### Site Council Proposal Form Directions:

Please completely fill out the application and give it to a Site Council Representative or the Main Office. If you need help filling this out, please see a Site Council member.

The co-chairs will review the proposal, and, if it is valid, the individual or group who submitted the proposal will be contacted with a date and time to present to Site Council. At this meeting, Site Council will discuss and clarify the purpose and merits of the proposal. Next steps will be determined at the meeting.

**Name of Individual or Name of the Organization:** Advisory Council

**Date:** 3/23/2022

**Name and Email Address of Contact Person:**

[22CBoyd@students-pittsfieldnhschools.org](mailto:22CBoyd@students-pittsfieldnhschools.org) - Cassie Boyd

[AZachos@pittsfieldnhschools.org](mailto:AZachos@pittsfieldnhschools.org) - Amber Zachos

---

**Current PMHS Handbook Policy/Procedure (if applicable):**

#### ADVISORY

The advisory program, the foundation of PMHS, brings together a diverse group of students with a caring adult. Advisors support the social, emotional, and academic growth of each **advisee by building and sustaining relationships with advisees and community**. Advisors nurture, advocate for, and guide each advisee through her or his unique school experience. The **program is aligned to school-wide competencies** which are evaluated through ongoing assessments by both students and advisors, addressing the following areas:

- College and Career Readiness
- **Executive Functioning Skills**
- Lifelong Learning
- Community Engagement
- Student-led Conferences

The topics above are assessed by the student and the advisor using a 4 point-rubric. Advisors will also be aware of their students' assignments and academic progress and will work with students to help them achieve the highest possible level of academic success.

Although it is not encouraged, a student may request a change in advisory placement. The advisory change request must be approved by the Principal and Director of Student Services in collaboration with all relevant stakeholders such as current advisor, potential new advisor(s), families, and case manager (if applicable). The final decision rests with the Principal and Director of Student Services.

**Middle School:** All middle school students will be assigned to an advisory group as seventh graders and will work with that group of students and their advisor during their middle school years. The advisory groups meet daily. A review of advisory progress will be completed during the fall and spring student-led conferences and progress on advisory competencies will be reported at the end of first and second semester.

**High School:** Students will be assigned to an advisory group as ninth graders and will spend the next four years working with that group of students and advisor. The advisory groups meet daily. Senior release will not be permitted during this period. A review of advisory progress will be completed during the fall and spring student-led conferences. Advisory is graded as a pass/fail and students receive  $\frac{1}{4}$  credit each year for meeting expectations in all advisory competencies.

## **New or Revised Policy/Procedure as it would appear in the Handbook:**

### **ADVISORY**

The advisory program, the foundation of PMHS, brings together a diverse group of students with a caring adult. Advisors support the social, emotional, and academic growth of each advisee by building and sustaining relationships with advisees and the community. As an advisory group, they nurture, advocate for, and guide one another through their unique school experience. The program is aligned to school-wide competencies which are evaluated through ongoing assessments by both students and advisors, addressing the following areas:

- **College and Career:** Students will understand that developing and activating an informed plan about college and/or career is a key component of post-graduate success.
- **Be an Effective Learner:** Students will understand that the continuous acquisition of skills, their choices for behavior, and development of their character contribute to being an effective learner and are necessary for success in school, work, and everyday settings.
- **Community:** Students will demonstrate the ability to be an engaged and responsible member of their community.
- **Student-Led Conferences:** Students will demonstrate the ability to articulate academic, personal, and social growth, as well as post-graduate goals, at a Student-Led Conference.

The topics above are assessed by the student and the advisor through individual goal setting and progress made towards those goals, guided by a 4 point rubric, as determined by the goal timelines. High School students receive  $\frac{1}{4}$  credit each year for meeting expectations in all advisory competencies. In addition, advisors and students work together to track assignments and academic progress, in order to help them achieve the highest possible level of academic success.

As part of the advisory program, advisors and students are continuing to work on executive functioning skills. These are skills that students need to develop to become successful adults. Progress towards those skills is reported through advisory. These skills include response inhibition, working memory, emotional control, sustained attention, task initiation, planning, organization, time management, flexibility, metacognition, and goal-directed persistence. Furthermore, advisory includes a social-emotional curriculum as required by the state of New Hampshire.

**Middle School:** All middle school students will be assigned to an advisory group as seventh graders and will work with that group of students and their advisor during their middle school years. The advisory groups meet daily. A review of advisory progress will be completed during the fall and spring student-led conferences, and progress on advisory competencies will be reported at the end of the first and second semesters.

**High School:** Students will be assigned to an advisory group as ninth graders and will spend the next four years working with that group of students and their advisor. The advisory groups meet daily. Senior release will not be permitted during this period. A review of advisory progress will be completed during the fall and spring student-led conferences.

If you have questions or concerns about the advisory program or student placement, please consult the Principal or Director of Student Services.

---

**Objective and Benefit to PMHS Community:** We believe students, parents, and teachers would benefit from a clear and updated explanation of the advisory program.

**Action Plan:** Get approval from Site Council; utilize Faculty Meeting to bring all Advisory Teachers up to speed. \_\_\_\_\_

**Measurement of Success:** A better understanding of the advisory program throughout the school. Consistency of grading from teacher to teacher. \_\_\_\_\_

**Signatures of Support:** In this section the sponsor should have any supporters of their proposal to sign.