

Month(s) to be completed: September

Duration: Ongoing

**Christina School District
Secondary Guidance Best Practices
Programs and Activities**

Title of Activity: Communicate with Staff regarding AP Students

Grade Level(s): 10-12 (AP Only)

Standard Competency Addressed (list all by Standard/Competency #):

A:A2.1; A:C1.1; C:A2.9; PS:B1.11

Superintendent's Performance Target Addressed:

Academic Achievement

Resources/Materials Needed:

AP Testing Calendar; AP Student Enrollment List

Procedures/Lesson Plans (See Back of Form)

Benchmark/Goal of Activity:

AP students will have test dates in advance and will be prepared to pace themselves appropriately over the course of the year

Evaluation (means of determining if benchmark/goal has been met or is in progress):

Documentation of ongoing communication regarding important dates for AP students

Comments:

The AP Coordinator is responsible for facilitating the sharing of information with regards to AP Testing dates

Submitted by:

Name: Counseling Team Summer 2004

School: Various

Procedures/Lesson Plans

Please provide a brief description of how this program/activity works and of any essential factors to its success:

- AP Coordinator will publish testing dates in September to all teachers along with a list of students enrolled in AP courses. This will be published via e-mail and also be emphasized at a faculty meeting by the administration with a request for all teachers to help encourage AP students and refer them for assistance if they see them struggling.
- Teachers will be asked to avoid planning field trips, major project due dates, or exams during AP testing if they are likely to have AP students in their non-AP courses. Administration should emphasize the importance of this with teachers.