

Month(s) to be completed: February Duration: 1 Session; 1-1.5 hours

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

**Title of Activity:** Course Information Night **Grade Level(s):** 8-11

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

A:A1.2; A:A1.5; A:A3.3; A:B1.1; A:B1.4; A:B2.1-2; A:B2.4; A:B2.7; A:C1.4; A:C1.6;  
C:A1.3; C:A1.7; C:A2.7; C:C1.1; C:C2.1; PS:A1.10; PS:B1.11;

**Superintendent's Performance Target Addressed:**

Academic Achievement

**Resources/Materials Needed:**

AP Presentation for Parents (CollegeBoard); AP Brochures for Parents (CollegeBoard); Actual and Sample Syllabi for AP Courses; Information and materials on available coursework related to Smaller Learning Communities, 509 Courses, and other school elective programs, evaluation (for parents/students to complete at the end of the evening)

***Procedures/Lesson Plans (See Back of Form)***

**Benchmark/Goal of Activity:**

Familiarize all students with course options available for the upcoming school year. Educate and inform all recommended AP students and any other interested students regarding the schools AP course offerings and the importance of taking AP courses.

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

% of AP recommended students whose parent is in attendance; total number of attendees; evaluation results;

**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:***

Course Information Night should occur after the AP Potential Lists have been run and teacher recommendations have been obtained.

- All students should be informed of the Course Information Night.
- AP Recommended students should receive a separate letter informing them that they have been recommended and indicating which courses they have been recommended for. This letter will be sent by the district office.
- Flyers should be sent home to all student advertising Course Information Night
- Course Information Night should be advertised in the school newsletter

The event should include the following presentation options for parents:

- PowerPoint explaining what AP courses are and highlighting the benefits of taking AP courses
- Set up tables for teachers to display a syllabus, books, projects, and any other relevant information
- Ample time for parents/students to circulate and talk to AP teachers, Smaller Learning Community teachers, 509 teachers, and teachers of any other electives that might be represented
- Recommendation: Have AP students man the tables with the AP teachers to answer questions from the student's point of view
- AP Coordinator and Scheduling Team should coordinate the Course Information Night with the support and assistance of the other guidance counselors, AP teachers, and administration