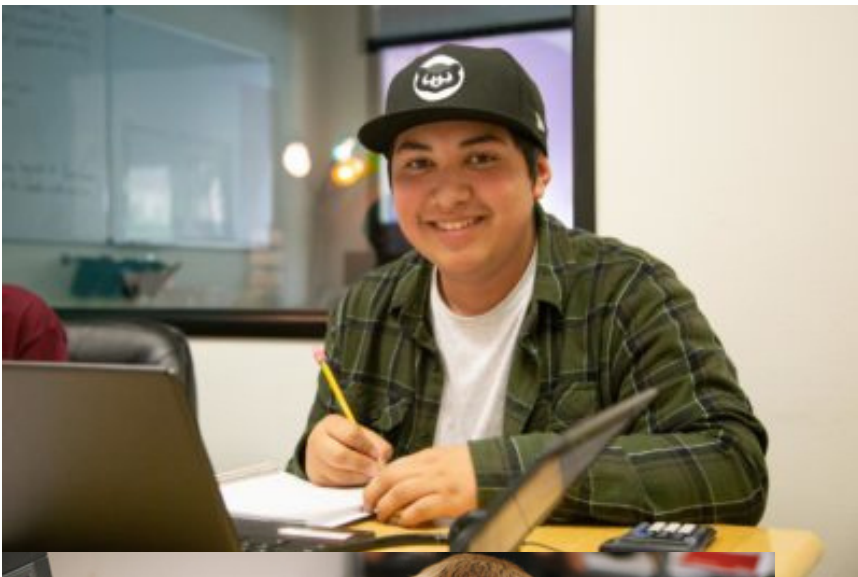




2025-2026

Students and Families Handbook



Dear Students and Families,

Welcome to Pivot Charter School! At Pivot we strive to provide a welcoming atmosphere of respect and kindness where each individual student matters, and has a voice and a place within our community.

Pivot offers a unique blend of Independent Study and Site-Based online educational programs, commonly referred to as “blended learning.” In this way we can provide the individualized flexibility which many students need, along with the support and social connection/interaction that is essential to healthy growth and development. Pivot is the perfect program for students who want to receive a quality education while working within their own schedule; furthermore the program meets the needs of students who want access to accelerate in their education, who want time to engage in enrichment activities outside of traditional school such as sports or the arts, taking college courses, working, etc., students who may be looking to “catch up” after falling behind or even just students looking for something different and a place where they belong. Whatever your reason is, we are so happy that you are here.

Though the Pivot Charter School program offers many benefits and high flexibility, there are also many challenges present in this style of learning. We are here to support both students and families (as family support is essential to success particularly in the elementary and middle grades), in building the important skills, habits and resources which create a successful Pivot student. In this guide you will find additional information regarding requirements of students at Pivot Charter School, resources to help your student build the skills they need to succeed in school and in life, as well as links to Pivot Charter School Policies.

Independent doesn't mean alone.

Success at Pivot takes a team approach. Familiarize yourself with your student success team. These are the people who will help you on your journey.

At home support

Students will complete the majority of their schooling at home and need their support system outside of school such as a parent, grandparent, aunt/ uncle, brother/ sister, adult learning coach, etc. to provide consistent accountability, feedback, guidance or supervision (required for K-5), and help in maintaining a clean, organized and accessible learning space.

Find more at-home support tips here!



Your Team



From school support

EC (Educational Coordinator)



Your assigned EC is your go-to person for all questions. They will be tracking your attendance and progress and communicating daily.

Additional Support Staff

There may be other staff members you work with closely as part of your team.



Counselor



Education
Specialist



ELD
Teacher



Administrators, on-site
teachers, graders,
workshop teachers and
instructional aides

Student

As a student at Pivot Charter School, you are the most important part of the team! You are expected to:

- Engage in school daily while making appropriate progress in each of your online courses.
- Engage in synchronous instruction daily (workshops or onsite program)
- Communicate regularly with your Educational Coordinator (EC)
- Progress through coursework with academic integrity

We Need Your Help!

Families play a critical role in Independent Study!

Below are the ways that you will learn about your role to support your student, as well as opportunities to share your knowledge!

[Click here to join!](#)

Parent/Family Training - Required

Learn the fundamentals of how to support your student and meet the expectations of Independent Study at Parent Training Weekly on Tuesdays at noon in English and Spanish.



Independent Study Attendance and Success - Parent/Family Retraining - Required if invited

This retraining is required for any parents whose student had 6 or more absences during the month or so far during the school year. You will learn how to support your students to improve their attendance and therefore learning. You will also learn how to use the Parent Portal to document offline educational activities and the importance of work product.

Every Fourth Friday of the Month at 10:30!

Parent Homerooms!

Learning about various topics to support your student and share your questions and ideas with us! Every Second Friday of the Month at 10:30!

2025-2026 SCHEDULE

MIDDLE AND HIGH SCHOOL

Semester 1

Welcome Week!

September 4 -
September 12

Finish Independent Study Skills (Orientation) and come to campus for fun activities!

Diagnostic 1

Block 1

September 15
-November 7

Complete 2-3 courses
(12.5 - 17.5 credits)

Block 2

November 10
-January 16

Complete 2-3 courses
(12.5 - 17.5 credits)

Semester 2

Semester Reset

January 20 -
January 23

Finish Independent Study Skills (Reflection) and come to campus for fun activities!

Diagnostic 2

Block 3

January 26 -
March 27

Complete 2-3 courses
(12.5 - 17.5 credits)

Block 4

March 30 - June 12

State testing April 20 - 24

Diagnostic 3 May 18 - 22

Complete 2-3 courses
(12.5 - 17.5 credits)

2025-2026 SCHEDULE

ELEMENTARY

Semester 1

Welcome Week!

September 4 -
September 5

Finish Independent Study Skills (Orientation) and come to campus for fun activities!

Diagnostic 1

First Semester Courses

September 15 - January 16

Independent Study Skills A

Language Arts A

Math A

Science A

Social Studies A

Physical Education A

Semester 2

Semester Reset

January 20 -
January 23

Finish Independent Study Skills (Reflection) and come to campus for fun activities!

Diagnostic 2

Second Semester Courses

January 26 - June 12

Independent Study Skills B

Language Arts B

Math B

Science B

Social Studies B

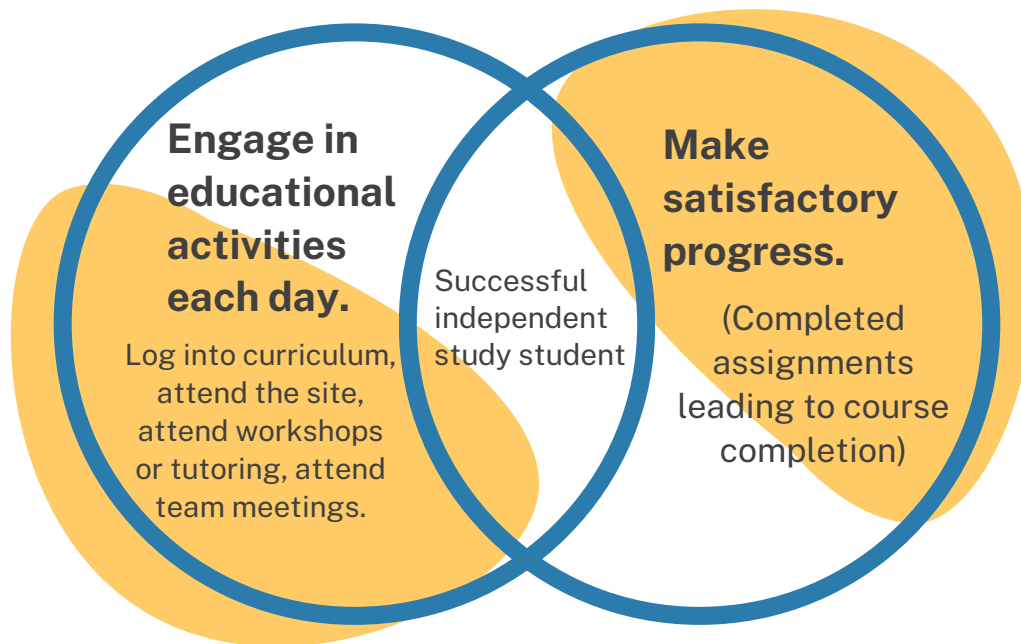
Physical Education B

State Testing
(3-5) April 20 - 24

Diagnostic 3 May 18 - 22

THE REQUIREMENTS OF INDEPENDENT STUDY

Pivot students must engage in learning and school work every school day. They also must make satisfactory progress in their coursework towards promotion and graduation. Both requirements must be met to remain in good standing at Pivot.



STUDENT EXPECTATIONS

- Login to online curriculum and make appropriate progress in courses by completing assignments daily and following due dates in courses ☐
- Engage in “Live Interaction” or “Synchronous Instruction” opportunities daily (on-site program, field trips, virtual workshops, homeroom, tutoring, and/or specialized academic instruction*) ☐
- Spend an appropriate number of hours on school work daily, including appropriate time in instruction to demonstrate Academic Integrity ☐
- Communicate regularly with student team, including attending monthly family meetings ☐
- Use Google Documents for all written assignments and share with Educational Coordinator, as needed ☐



PARENT EXPECTATIONS

- Log in to online curriculum and monitor that students are making appropriate progress in courses by completing assignments daily and following due dates in courses ☐
- Encourage students to engage in “Live Interaction” or “Synchronous Instruction” opportunities daily (on-site program, field trips, virtual workshops, homeroom, tutoring, and/or specialized academic instruction*) ☐
- Monitor that students are spending an appropriate number of hours on school work daily, including appropriate time in instruction to demonstrate Academic Integrity, including using Google Documents ☐
- Communicate regularly with student team by returning calls and texts, reaching out for help, attending monthly family meetings ☐
- Help students with the required skills for Independent study, including creating a space for students to work at home, supporting the student in a healthy sleep routine, providing positive encouragement, utilizing family resources to support students in areas of struggle, and providing feedback to the school. ☐

SCHOOL EXPECTATIONS

- Provide high quality online curriculum offerings to students and monitor that they are making appropriate progress in courses by completing assignments daily and following due dates in courses ☐
- Provide high quality “Live Interaction” and “Synchronous Instruction” opportunities daily for students to have meaningful learning opportunities and opportunities for socialization (on-site program, field trips, virtual workshops, homeroom, tutoring, and/or specialized academic instruction*) ☐
- Monitor that students are spending an appropriate number of hours on school work daily, including appropriate time in instruction to demonstrate Academic Integrity, including using Google Documents, to ensure that students are learning. ☐
- Communicate regularly with student team and provide high quality information to students. ☐
- Use Google Documents for all written assignments and share with Educational Coordinator, as needed ☐

SUCCESSFUL STUDENTS AT PIVOT CHARTER SCHOOL HAVE ...



Persistence

Developing a sense of purpose and a growth mindset allows students to cultivate their strengths and persevere through obstacles in order to find success.

Readiness

Being ready for school, obstacles, and life itself is key to reaching one's full potential. Set goals, plan to achieve them, and build habits to overcome challenges.

Inclusivity

All students and staff have a place where they are respected, valued and supported.

Dedication

Commitment to success requires the ability to make responsible decisions every day and harness one's motivation.

Excellence

By consistently pushing oneself to do their personal best and broaden their knowledge and experiences, students become leaders and make a positive impact.

in themselves and their school community.

ELEMENTARY PROMOTION

Students must meet our daily assignment requirement and follow the due dates for their classes, in order to meet their year long promotion or graduation goals.

Elementary - Magic 8

To promote to the next grade level, elementary school students must **finish 8 core classes**. In addition, students will take PE and elective courses. Students must PASS four core classes per semester. Check the boxes as your student completes these courses each block.

Semester 1

Welcome Block

Complete Learning Lab A
Orientation

☐

Semester Long

Complete 4 core courses, Physical
Education and an optional elective

☐

Semester 2

Mid-Year Check In

Complete Learning Lab B
Orientation

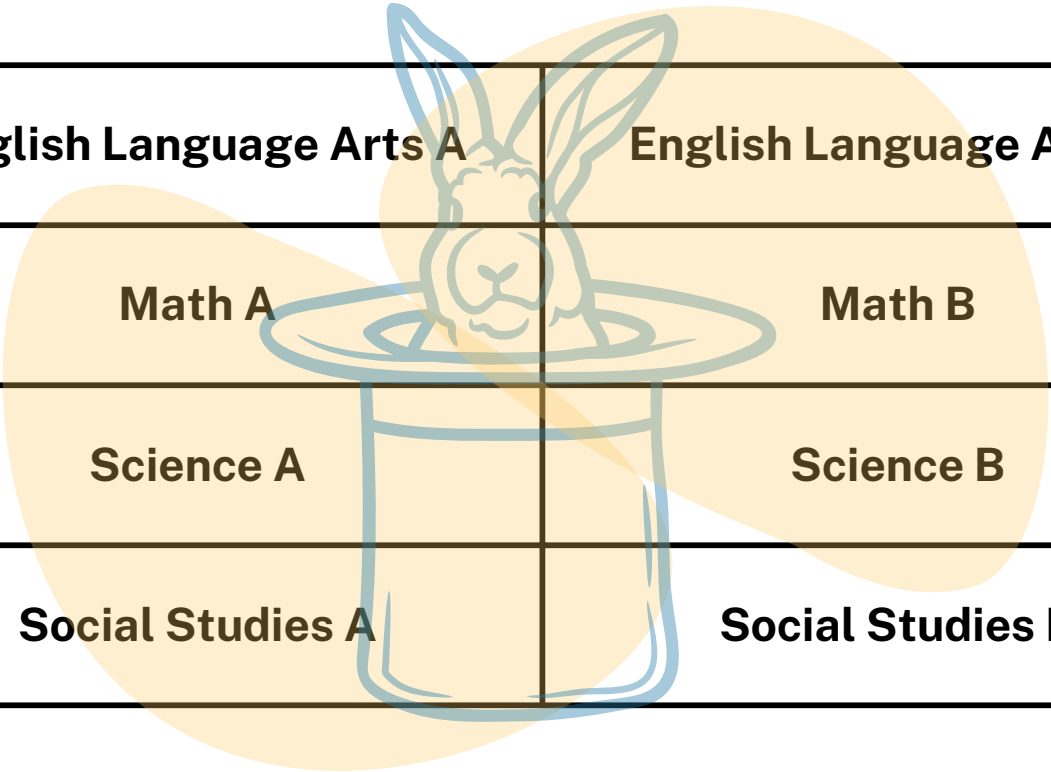
☐

Complete State Testing

☐

Semester Long

Complete 4 core courses, Physical
Education and an optional elective

☐


English Language Arts A	English Language Arts B
Math A	Math B
Science A	Science B
Social Studies A	Social Studies B

MIDDLE SCHOOL PROMOTION

Students must meet our daily assignment requirement and follow the due dates for their classes, in order to meet their year long promotion or graduation goals.

Middle School - Magic 8

To promote to the next grade level, middle school students must **finish 8 core classes**. In addition, students will take PE and elective courses. Students must PASS two core classes per block. Check the boxes as your student completes these courses each block.

Semester 1

Welcome Block

Complete Learning Lab A Orientation ☐

Block 1

Complete 2 courses ☐

Block 2

Complete 2 courses ☐

Semester Long

Physical Education and Elective ☐

Semester 2

Mid-Year Check In

Complete Learning Lab B Orientation ☐

Block 3

Complete 2 courses ☐

Block 4

Complete 2 courses ☐

Complete State Testing

☐

Semester Long

Physical Education and Elective ☐

English Language Arts A	English Language Arts B
Math A	Math B
Science A	Science B
Social Studies A	Social Studies B

GRADUATING FROM PIVOT CHARTER SCHOOL

Students must meet our daily assignment requirement and follow the due dates for their classes, in order to meet their year-long graduation goals.

High School - Banking Credits

There are 220 total credits required to graduate from Pivot Charter School, as these credits must come from specific categories. Each course that a student completes earns them 5 credits. You can think about this as "banking" credits until you get the total number required. High school students should earn 25 - 30 credits per semester in order to graduate in four years. Check the boxes as your student successfully completes classes:

Semester 1

Welcome Block

Complete Learning Lab A Orientation

☐

Block 1

Complete 2 courses

☐

Block 2

Complete 2 courses

☐

Semester Long

Physical Education and Elective

☐

Semester 2

Mid-Year Check In

Complete Learning Lab B Orientation

☐

Block 3

Complete 2 courses

☐

Block 4

Complete 2 courses

☐

Complete State Testing

☐

Semester Long

Physical Education and Elective

☐

Graduation Requirements	
English Language Arts	40 credits
Math	30 credits
Science	20 credits
Social Studies	30 credits
Foreign Language	20 credits
Electives	30 credits
Physical Education	20 credits
Community Service	20 credits
College Courses	2 courses

Note: All assignments in each course must be completed for credits to be earned.

100% of assignments completed = 5 credits
50% or more of assignments completed = 2.5
Less than 50% of assignments completed = 0 credits





SCHEDULE

[Click here see what
courses your students
will take in each block!](#)





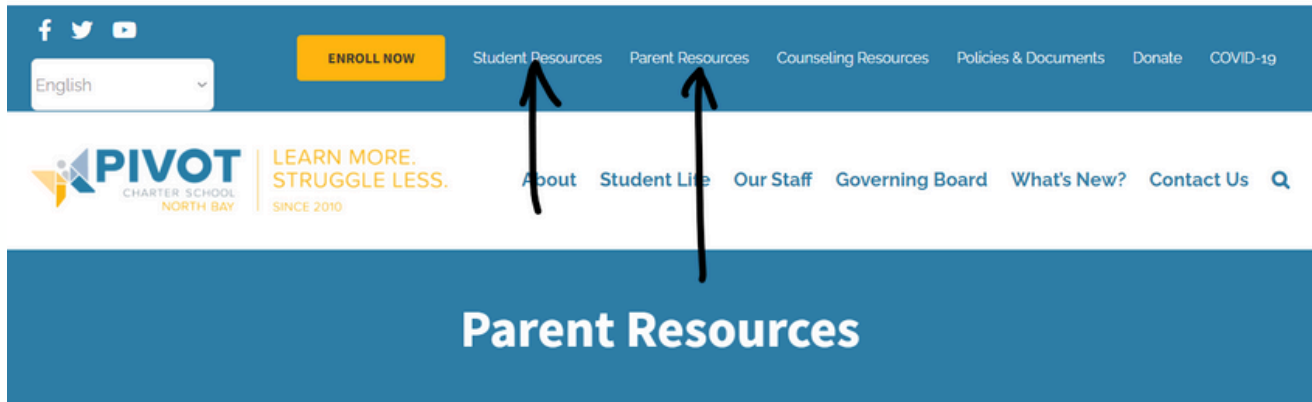
[Click here](#) to choose a
Career Technical
Pathway



CHECK STUDENT ACTIVITY AND PROGRESS

Students **and families** at Pivot can login to their portals to view course progress!

Step 1: Bookmark the parent and/or student portal pages of our website!



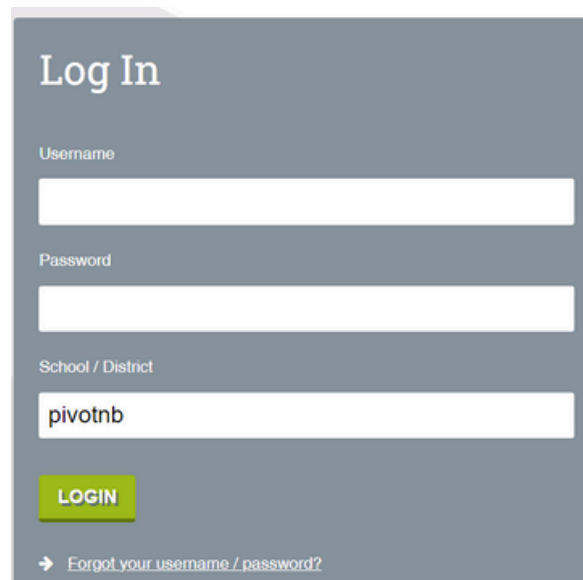
Welcome to the 2024-2025 school year!

We are happy you've chosen Pivot Charter School and we are looking forward to a fabulous year with you.

If you need help or have questions, please contact your Educational Coordinator for assistance.



Step 2: Click “Parent Portal” and log in. You can reset your password if you have forgotten!

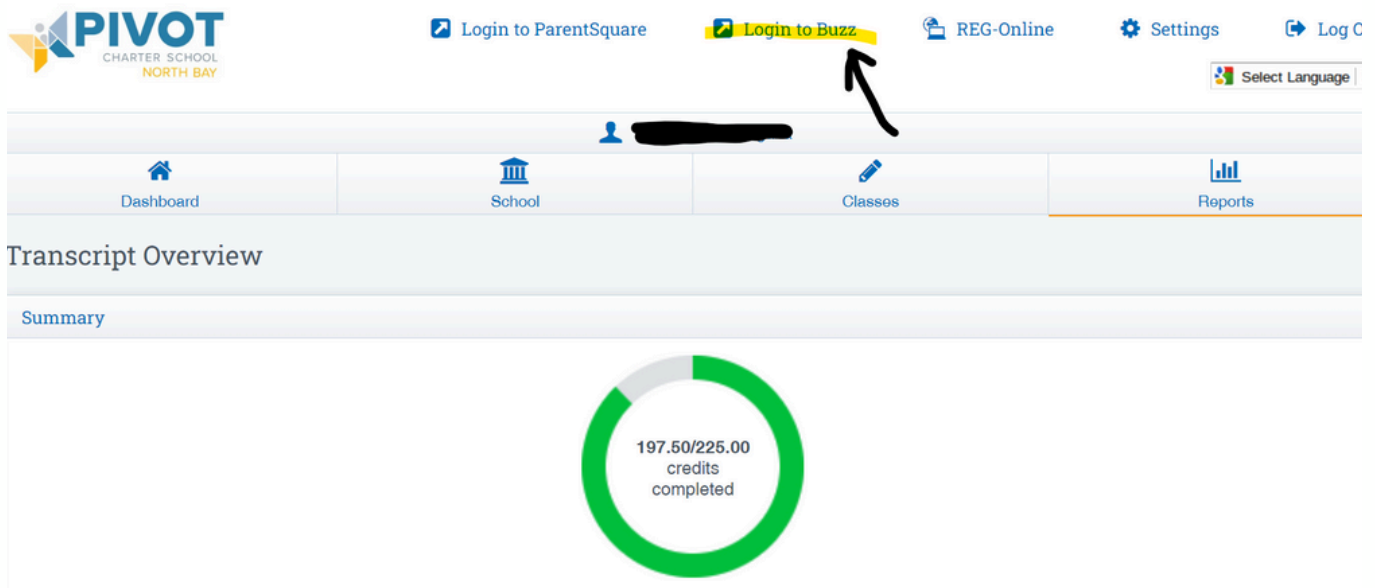
A screenshot of the login form. It has a title 'Log In' and four input fields: 'Username', 'Password', 'School / District', and a 'LOGIN' button. The 'School / District' field contains the text 'pivotnb'. Below the login button is a link that says '→ Forgot your username / password?'.

Log In	
Username	
Password	
School / District	pivotnb
LOGIN	
→ Forgot your username / password?	

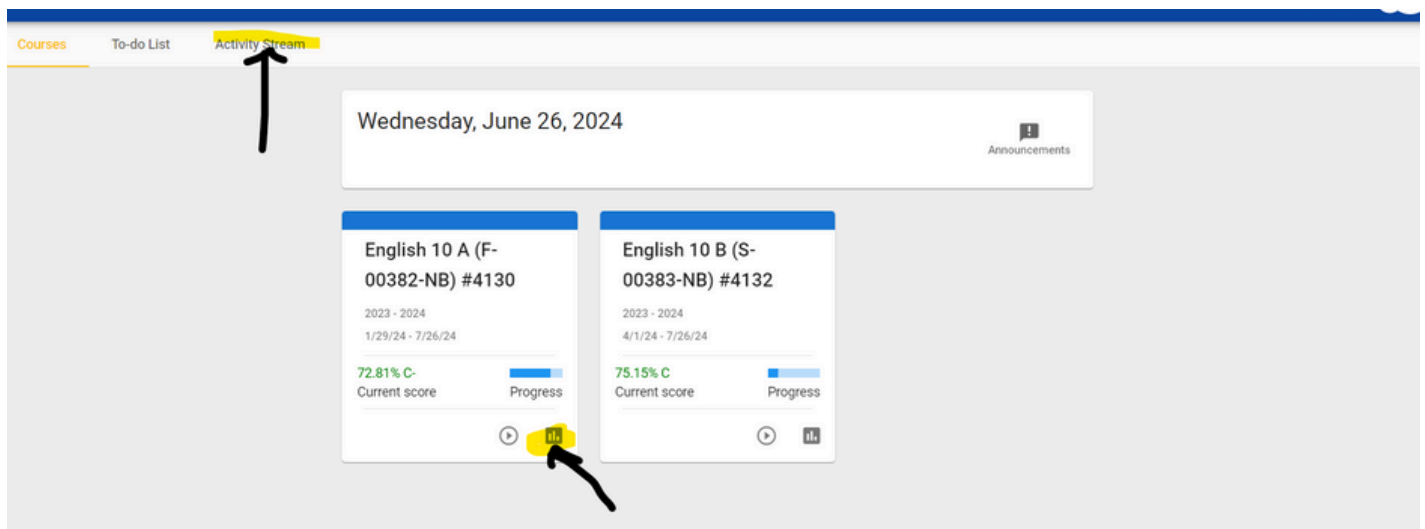
CHECK STUDENT ACTIVITY AND PROGRESS

Students **and families** at Pivot can login to their portals to view course progress!

Step 3: Click “Log into Buzz”



Step 4: Check “Activity Stream” to see what assignments your student has turned in recently and “grades” to see if you student is on pace in a course.



HOW TO COMPLETE A COURSE

Students have two main requirements to earn full credit for courses.

1. Demonstrate Academic Integrity.

Time In Instruction: The student spends more time in Instructional Material than Assessment. If students struggle with this independent study skill, ECs may require the completion of Study Guides or implement proctored quizzes/tests.

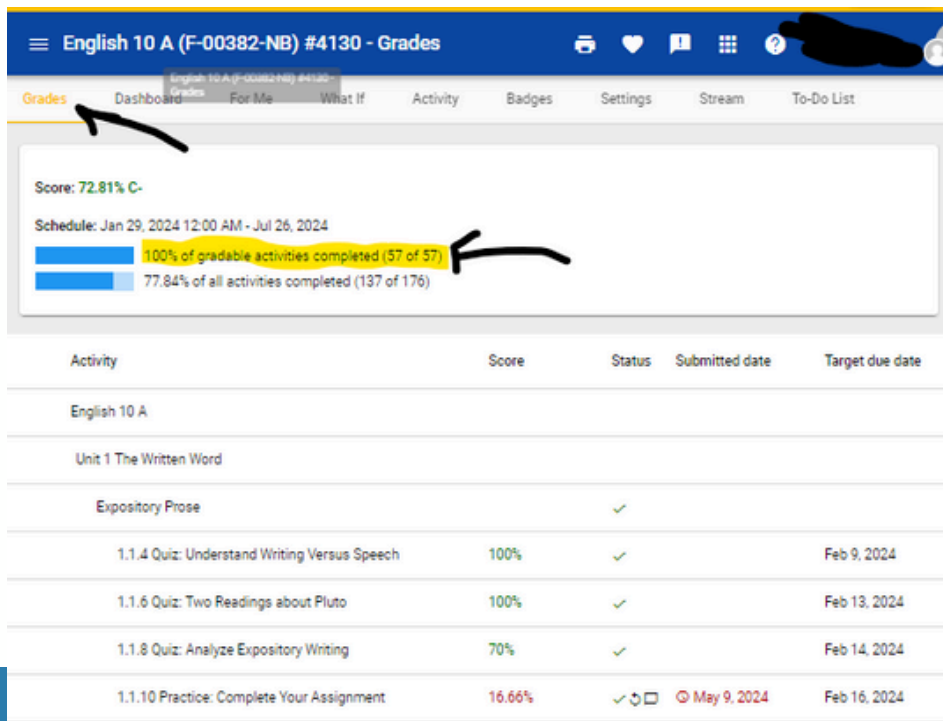
Writing Process: Students are required to complete all written work in Google Documents (unless completed in workbooks). Students may need to share their document with teachers for review and are always encouraged to share documents with their EC who can support them.

Writing Samples: Students should always submit original writing and list any websites they use as sources or for support (like family members or online tools). ECs will become familiar with a student's writing and work to help students grow in these skills, while noticing any inconsistent changes in writing style.

Citation and Tool Knowledge: Students will learn about how to properly cite sources and how to responsibly and ethically use tools to support in their learning. Artificial intelligence tools should only be used with proper guidance from an EC and use must be cited.

Diagnostic Scores: Students should always take their time and do their best on diagnostic testing. Students should always complete diagnostic testing independently. These tests are critical for teachers to determine if students are in the correct courses and what supports they may need.

2. Complete all assignments in a course with a score greater than 0.



English 10 A (F-00382-NB) #4130 - Grades

Score: 72.81% C-

Schedule: Jan 29, 2024 12:00 AM - Jul 26, 2024

100% of gradable activities completed (57 of 57)

77.84% of all activities completed (137 of 176)

Activity	Score	Status	Submitted date	Target due date
English 10 A				
Unit 1 The Written Word				
Expository Prose		✓		
1.1.4 Quiz: Understand Writing Versus Speech	100%	✓		Feb 9, 2024
1.1.6 Quiz: Two Readings about Pluto	100%	✓		Feb 13, 2024
1.1.8 Quiz: Analyze Expository Writing	70%	✓		Feb 14, 2024
1.1.10 Practice: Complete Your Assignment	16.66%	✓	May 9, 2024	Feb 16, 2024

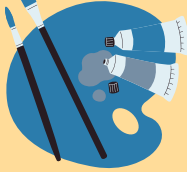
Weekly Support Schedule

Monday / Wednesday

9:00

On-Campus Classes!

Examples:
ASB, Art,
Maker Space



10:30

English or Social Studies Virtual Workshop



Support Classes (Times Vary)

ELD,
Intervention,
SAI, and
Tutoring



Tuesday/Thursday

9:00

On-Campus Classes!

Examples: Plant
and Soil Science,
Piano, Algebra



10:30

Math or Science Virtual Workshop



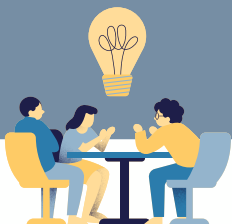
Support Classes (Times Vary)

ELD,
Intervention,
SAI, and
Tutoring



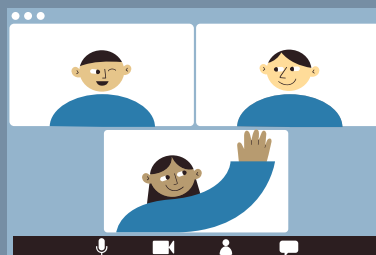
Friday

**Morning or Afternoon
Student Team
Meeting**
(once per month)



10:30

Virtual Homeroom!



Support Classes (Times Vary)

ELD, Intervention, SAI,
and Tutoring

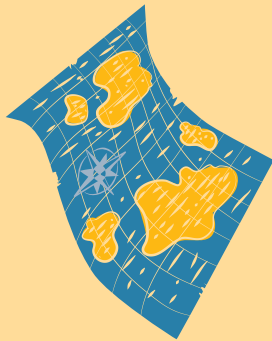


VIRTUAL WORKSHOPS!

**GET HELP ON YOUR WRITING ASSIGNMENTS WITH
YOUR CLASSMATES AND TEACHERS!**

**MONDAYS/
WEDNESDAY**

**10:30
English or
Social Studies**



**TUESDAY/
THURSDAY**

**10:30
Math or Science**



FRIDAYS

**10:30
Homeroom!**



JOIN FROM YOUR STUDENT GOOGLE CALENDAR



Tutoring!

SIGN UP FOR AN APPOINTMENT WITH A GRADER

ENGLISH

Jenny Maiorano
Joanna Yoels
Karen Cobain



SOCIAL STUDIES

Ashley Ecker
Nicole Ling
Ryan Muldery



MATH

Ashley Fletcher
Julianne Cochran
Karyn Songer



SCIENCE

Christine
Mazalewski
Omar Abassy



CAN'T FIND AN APPOINTMENT?

**COME TO OPEN
TUTORING!**

TUESDAYS AND FRIDAYS
12-1230PM



JOIN FROM YOUR
STUDENT GOOGLE CALENDAR

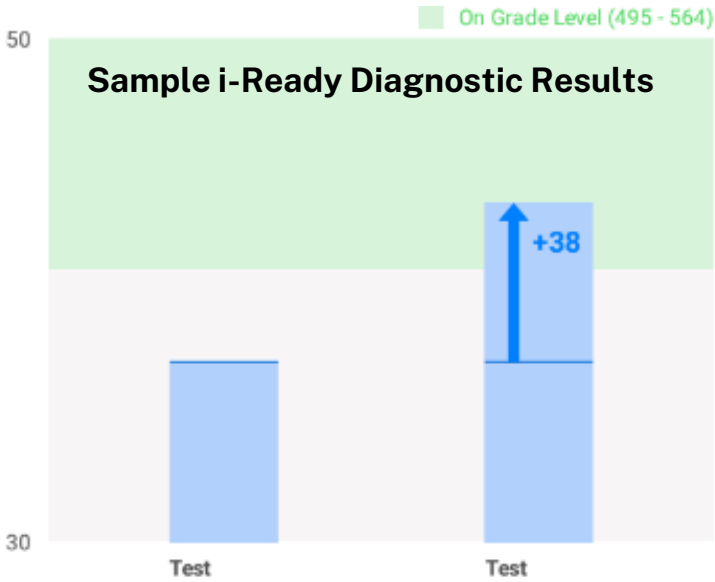


ASSESSMENT SCHEDULE

One of our goals at Pivot is to help students strengthen their skills in reading and math. To be able to reach this goal, students take diagnostic testing, called i-Ready, to show us their strengths and areas where they can grow. Students must take California state testing each spring.

September - Diagnostic 1

Results are shared with the student's team and course plans may be adjusted to meet the needs of the student.



January - Diagnostic 2

We are excited to see how students have grown since the beginning of the year and share those results with you.

April - State Testing

Below are the tests that each grade will take.

Grade	3	4	5	6	7	8	9	10	11	12
Language Arts	✓	✓	✓	✓	✓	✓			✓	
Mathematics	✓	✓	✓	✓	✓	✓			✓	
Science			✓			✓			✓	✓
Physical Education			✓		✓		✓			

May - Diagnostic 3

This final diagnostic of the year will show us the total growth for your student.



Find more information on our websites under Parent Resources:

Find community resources such as hotlines, local services and recreational options at the links below:

Parent Resources

Welcome to the 2024-2025 school year! We are happy you've chosen Pivot Charter School and we are looking forward to a fabulous year with you. If you need help or have questions, please contact your Education...

 Pivot NB / Aug 9, 2021

[North Bay Community Resources](#)

Parent Resources

Welcome to the 2024-2025 school year! We are happy you've chosen Pivot Charter School and we are looking forward to a fabulous year with you. If you need help or have questions, please contact your Education...

 Pivot NV / Aug 9, 2021

[North Valley Community Resources](#)

Parent Resources

Welcome to the 2024-2025 school year! We are happy you've chosen Pivot Charter School and we are looking forward to a fabulous year with you. If you need help or have questions, please contact your Education...

 Pivot RV / Aug 9, 2021

[Riverside Community Resources](#)

Parent Resources

Welcome to the 2024-2025 school year! We are happy you've chosen Pivot Charter School and we are looking forward to a fabulous year with you. If you need help or have questions, please contact your Education...

 Pivot SD / Aug 9, 2021

[San Diego Community Resources](#)



[Click here to access
our policies!](#)





Resources for Families and Caregivers



Resources for Families and Caregivers

Independent Study is a challenging endeavor for individuals of all ages, but particularly for our K-12 youth who have not yet developed the self-management and decision-making skills to always keep themselves on track and meet their goals. That's where you come in!



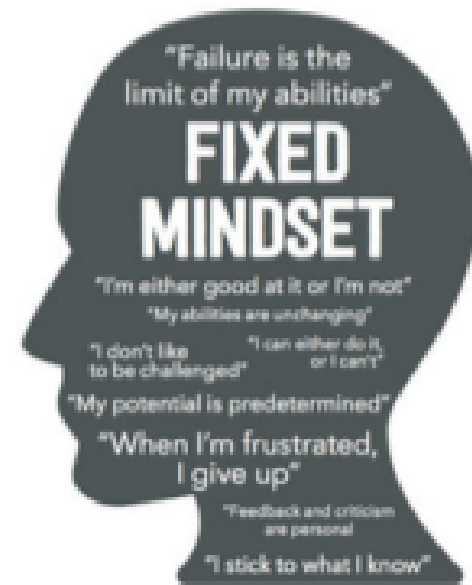
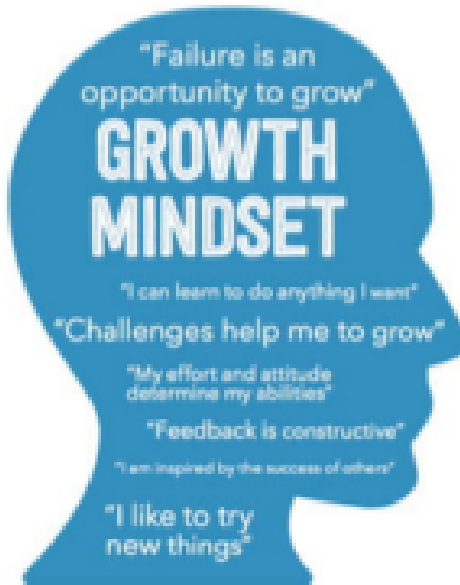
You are an invaluable source of guidance and support for your students as they boldly undertake this path to their education. Whether your student is in elementary school and needs your constant supervision, middle school and needs frequent check-ins or high school and needs guidance and accountability, YOU are your student's biggest ally. In the following pages you will find some resources and strategies for supporting your student at home with some of the more common challenges of Independent Study.

SUPPORTING YOUR STUDENT'S

Growth Mindset



Does your student struggle to overcome challenges? A growth mindset will help!



READING SUGGESTIONS

- ☑ For kids: "You!" by S. Magsamen
- ☑ For teens: "The Grit Guide for Teens" by Caren Baruch-Feldman
- ☑ For caregivers: "Mindset" by Carol Dweck



TRY IT AT HOME

- Help reframe your students negative, fixed mindset thoughts. For example, instead of "I'll never be good at math," try "If you do your best in math, you'll be so proud of yourself for your effort."
- Instead of saying, "You're so smart!" praise effort, goal setting, persisting through challenges, or being creative. You can say something like: "Wow! You must have worked really hard on this!"
- Remind your child that their intelligence is not fixed. Remind them that when things are difficult, the brain grows if they persist through the challenge. Each time they learns something new, their brain is making new connections. Your child needs to know this is possible!

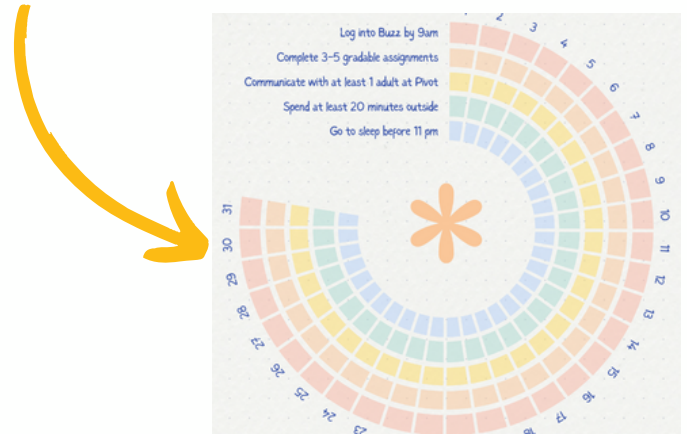
SUPPORTING YOUR STUDENT'S

Goal Setting



Does your student struggle to set and meet goals? Try this!

[click here for a printable habit tracker](#)



READING SUGGESTIONS

- ✓ For kids: "The Curious Garden" by Peter Brown
- ✓ For teens: "What Do You Really Want?" by Beverly Bachel
- ✓ For caregivers: "Atomic Habits" by James Clear

TRY IT AT HOME

- Take a look at the habit tracker and choose one activity to engage in with your student for 30 days. This can be a fantastic way to model the process of setting and achieving goals.
- Create a reward that the entire family can enjoy if a specific goal is successfully accomplished. For instance, if your student logs in every day and completes a certain number of assignments, consider treating the family to a game night or a special dinner.
- Furthermore, inspire your students to establish goals beyond their school responsibilities. If they set a goal to take a daily outdoor walk, provide them with continuous encouragement and support for their progress. Positive reinforcement and support can significantly contribute to the achievement of their goals!

S

Specific
Clearly State your Goal

M

Measurable
Ensure you can Measure Success

A

Attainable
Set Goals you know you can Achieve

R

Relevant
Set Goals Relevant to your Career or Education

T

Time-Based
Set a Deadline for Completion

SUPPORTING YOUR STUDENT'S

Organization

Help your student to get organized by completing this worksheet:



Does your student struggle to get and stay organized?

Why is it important?

- Increases productivity
- Reduces Stress
- Keeps you from losing important docs and/or missing important events & meetings
- Creates better habits
- Will make you a better college student, employee and/or leader.



READING SUGGESTIONS

- ☑ For kids: "Get Organized Without Losing It" by Janet S. Fox
- ☑ For teens AND caregivers: "Where's My Stuff?" by Lesley Martin, Samantha Moss, and Michael Wertz



TRY IT AT HOME

The top 5 ways to help your student get organized:

1. **Establish a Routine:** Set consistent schedules for waking up, meals, breaks, and study time.
2. **Create a Dedicated Study Space:** Designate a quiet, well-lit area for focused study.
3. **Use a Planner or Calendar:** Teach the importance of planning and time management.
4. **Prioritize Tasks:** Break down tasks into manageable steps and use to-do lists to prioritize them.
5. **Communication with Educational Team:** Have open communication with your student's educational team to stay informed about progress, challenges, and goals.

Implementing these key strategies can provide a solid foundation for organizational and academic success.

SUPPORTING YOUR STUDENT'S

Collaboration



Does your student
have a hard time
working with others?

click here for team building activities to try at home



READING SUGGESTIONS

- ☒ For kids: "Unstoppable" by Adam Rex
- ☒ For teens: "Outcasts United" by Warren St. John
- ☒ For caregivers: "Let's Work Together" by Penn State Extension

Looking for volunteer opportunities in your community? Go to your school's website and click on student or parent resources to find this button:

COMMUNITY SERVICE IDEAS

Check out these sheets for ideas of where to earn community service hours.

TRY IT AT HOME

- Play a board game together that encourages cooperation like Space Escape for younger students or Forbidden Island for older students.
- Try making a new recipe, together, as a family. Everyone may have a role like a chopper, cleaner, or someone to decorate the table! This will be a great time to try communicating and working together as a team to accomplish a task
- Model collaboration by participating in a volunteer opportunity with your student. Giving back to the community is a great way to show collaboration with family as well as community members.

SUPPORTING YOUR STUDENT'S

Problem Solving



When your student encounters a problem do they just stop?

PROBLEM SOLVING IN ACTION

"I AM STUCK ON AN ASSIGNMENT, I DON'T KNOW WHAT TO DO!"

- Text, email, or contact your EC
- Go to a workshop to ask questions that will help on your assignment
- Attend office hours with a grader
- Attend FREE virtual tutoring with the library

"I CAN'T PASS THIS CST."

- Review your notes & identify any gaps of knowledge from your notes to the CST
- Review the study & pay close attention to the sections that you struggled with on the CST
- Ask for a 1:1 with your EC, go to office hours

"I HAVE NO TIME IN MY DAY TO FINISH 3-5 ASSIGNMENTS."

- Look at your schedule and routine to see what is taking up your time
- Make adjustments to prioritize your school work
- Go to the resource center to make the most of your time and hold yourself accountable

"I THINK SCHOOL IS SO POINTLESS, I CAN'T FIND THE MOTIVATION TO DO SOMETHING I DON'T CARE ABOUT."

- Reframe school and what it can do for you.
 - What would you do instead of school?
 - Can you do that while doing school?
 - What are YOUR goals and how can school help you along your way?

READING SUGGESTIONS

- ✓ For kids: "Stuck" by Oliver Jeffers
- ✓ For teens: "Decide and Solve" by Stephany Thomann
- ✓ For caregivers: "How to Teach Problem Solving Skills to Kids" by Pamela Li

5 Effective Problem-Solving Strategies



1. Trial and error



2. Heuristics



3. Gut instincts



4. Working backwards



5. Means-end analysis

TRY IT AT HOME

- Come up with a "problem-solving plan" with your student when they are stuck on schoolwork. This plan should include:
 - Different steps to try
 - Resources for help whether that's a video tutorial online or asking for help from an EC
 - Trying different strategies. This gives them something to rely on and try when they are stuck before giving up.
- Make it fun! Try doing a crossword or puzzle with your student to get them using some of the brain flexibility needed to problem solve. It can be interesting to see how different members of the same household solve problems and find solutions differently!

SUPPORTING YOUR STUDENT



Taking Responsibility

Help your student to take responsibility of their day by completing this worksheet:

Does your student have a hard time with responsibility?



Prioritizing

- Pay Attention to Due Dates
 - Put due dates on your calendar and use them to set priorities on your task manager. What is most important to get done?
 - This will help you plan ahead and set short term goals to help you meet a longer term goal.
 - Example: My class closes in 6 weeks. I don't want to work over Spring Break, so I should complete 1 unit each week in order to finish my class on time and enjoy my break.
- Estimate how long a task will take to complete.
 - Split the assignment. How long do you think it will take you to complete all parts (reading, watching, writing, creating, etc)?
 - Account for taking a 5-10 minute break every 20 minutes. You'll get more out of your time if you take planned brain breaks. (Pomodoro Technique)
 - If it's a large project, break it down into smaller parts. Ex: The research and note-taking will take me 2 hours. The outline will take me 45 minutes. The rough draft will take me 1.5 hours, etc.
 - Once you've estimated how long it will take, set a timer to check in on your progress at the time.
 - Reflect: Were you able to complete it? If not, consider why. Make adjustments and reset your timer as needed.

READING SUGGESTIONS

- ✓ For kids: "The Pigeon Wants a Puppy" by Mo Willems
- ✓ For teens: "The 7 Habits of Highly Effective Teens" by Sean Covey
- ✓ For caregivers: "The Self-Driven Child" by William Stixrud, PhD and Ned Johnson



TRY IT AT HOME

- Tasks at home: create a chore chart and include tasks such as: emptying the dishwasher, setting the table, putting away laundry, or taking out the garbage.
- Tend a garden: gardening is a great mood-boosting activity for people of all ages. Plant a garden, have your child help tend to it, and watch it grow. You can even cook something together with the items that you have grown!
- Care for a pet: pets are another great opportunity for your child to learn how to care for other living beings. This could range from sprinkling food in a fish tank each morning or taking the family dog on a walk. Not only does this teach responsibility but it also shows your child that you trust them.
- Help with siblings: There are several things that your child can do to help with younger siblings including wiping up a mess, feeding, grabbing a diaper, or reading a bedtime story.

SUPPORTING YOUR STUDENT



in Being a Leader

Does your student
have a hard time
being a leader?



Interested in starting a
club? Or joining one?
Talk to your EC about
your options today!

READING SUGGESTIONS

- ☒ For kids: "Grace Goes to Washington" by Kelly DiPucchio
- ☒ For teens: "Emotional Intelligence: Why It Can Matter More Than IQ" by Daniel Goleman
- ☒ For caregivers: "Dare to Lead" by Brené Brown

Why Leadership Skills Are Important?

- Staying positive.
- High productivity.
- Good communication skills.
- Motivation.
- Open mind.
- Empathy.
- Humility.
- Understanding.

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TRY IT AT HOME

- Leadership starts at home. You can practice leadership skills with your student by creating a family mission statement. Start by making a list of your household's core values.
- Propose and lead family projects, such as organizing a family movie night, creating a home garden, or planning a weekend outing. This involves planning, coordination, and teamwork.
- Take charge of creating and updating a family calendar with important dates, events, and appointments. This helps improve organizational and time-management skills.
- Foster an environment of open communication within the family. Encourage family members to express their thoughts, feelings, and ideas, and actively listen to others.
- Get involved in budgeting discussions and, if appropriate, take on a leadership role in managing a portion of the household budget. This involves financial responsibility and decision-making.