

## ACADEMIC AND STUDENT SUPPORT PROGRAMS

### ACADEMIC SUPPORT PROGRAMS AT M-A:

Do you want better grades? Can't seem to get ahead in a subject? Will you be ready for graduation, college, a good job? Maybe you just need a higher GPA so you can participate in sports. Take control of your academic life today. There are people at M-A who can and want to help you succeed. First, talk to your teacher or guidance advisor. If you're serious about working hard, expect them to be your partners. It's your right. Next, take a look at the many academic support programs on campus. If you've got a bigger problem to solve before tackling the academics, ask the Guidance Office about other programs, such as personal counseling services, health, and financial assistance. At M-A any student who wants to can succeed academically. There is M-A staff waiting to help. What are you waiting for?

- **AVID (Advancement Via Individual Determination):** The AVID course is designed for the middle level student who is willing to work hard and attempt honors and advanced placement courses to prepare for a four-year college. Many (but not all) students are first in their families to go to college, from a low income household, of populations historically underserved in 4-year colleges or dealing with other special circumstances. Students will practice writing, inquiry skills and critical thinking, and weekly tutorials will support students in their other classes. Field trips to college campuses and motivational speakers are also part of the program. To apply, students should complete the application and get a teacher recommendation, have a GPA between 2.0 and 3.5, and have few/no behavior or attendance problems.
- **Academy:** The Academy is a specially designed program for 10<sup>th</sup>-12<sup>th</sup> grade students who are committed to developing academic, personal, and critical thinking skills. Their class schedule includes college prep classes and a technology class each semester. This progressive program encourages students to go deep into class projects and reflect upon their work. It is ideal for students who thrive in smaller classes and appreciate extra support and a close-knit community. For more information, please visit the Computer Academy link under Departments on the Menlo-Atherton website or see Chris Rubin in room I-1.
- **Compass/Honors Institute:** M-A offers a four-week summer school program to incoming 9<sup>th</sup> grade students to prepare them for high school. Honors Institute is a summer program designed to give students an opportunity to prepare for the rigorous 9th grade academic program at M-A. Summer classes include prep for Geometry and Biology, an English class that includes the AS English course summer reading assignment, and Leadership. Typical candidates will be enrolled in at least one of the following courses: Geometry 9, AS English I or Biology. Compass is a summer program for students reading below grade level. Summer classes include an English class that includes the English course summer reading assignment, algebra readiness, physical education, leadership, and life skills.
- **English Language Learners:** Courses in all academic areas are available for English Learners, sheltered classes for those beginning to speak English and mainstream classes for orally proficient students who are refining skills in reading and writing. We also have a variety of supports and resources for all English learning students so come by to meet our bilingual resource teacher Gregg Patner ext. 50143 in the front office with any questions.
- **SAT Preparation:** There are several opportunities at M-A to prepare for Scholastic Aptitude Tests. Qualified SAT-prep teachers teach classes. Dates are announced through Trivocis and student bulletins. M-A also offers a College Entrance Test Prep Class to juniors in the Spring semester which has room for 70 students. The class meets zero period. The course stresses English reading and writing skills, mathematical reasoning, and test-taking skills. The class is not designed to replace traditional instruction in college-recommended subjects. Students are expected to have completed or to be enrolled in Algebra II before signing up for the course. After-school SAT prep classes are offered in the Fall and Spring. Students should listen to Bear News for details on signing up and the cost.
- **Special Education/Academic Resource Department:** M-A's comprehensive Academic Resource program serves about 220 students. The students range in disabilities from mild to severe. Our department mission is to provide equitable access to the General Education curriculum, individualize the educational experience, and foster a successful post secondary transition. Our mission is consistent with the district philosophy of full inclusion. We are staffed by some of the most caring and responsive adults alive to ensure all students know success.

### STAR VISTA COUNSELING SERVICES:

StarVista provides individual and group social-emotional counseling services to M-A students. Services are free and confidential. Students can self refer by completing a Request for Starvista Counseling Services Form

found on the office door in B14. For more information, contact a Starvista clinician, student support coordinator, your academic counselor or other school staff.

#### **CAREER CENTER AND M-A COLLEGE PLANNING:**

The College and Career Counselor is generally available before school, brunch, lunch and after school to guide students through the entire college application process. They have the latest information about colleges, careers, testing, and college visits, and will provide help with scholarships and college essays, financial aid and scholarship applications, teacher recommendations, and interview preparation. The Center is well stocked with reference and resource materials. College Club, targeted at 9th and 10th graders who will be the first in their families to go to college, meets monthly in the Career Center to hear guest speakers and participate in college-related activities.

#### **CONFLICT MEDIATION:**

Conflict Mediation is a support service the school provides for both students and staff who are having conflict with other members of the school community. Our trained conflict mediator, Ms. LaPine, meets with students or staff individually and then mediates a conversation between both participants. Participants can report a concern to Ms. LaPine by stopping by her office in the administrative wing, room A-6, or emailing her at [klapine@seq.org](mailto:klapine@seq.org).

#### **FRESHMAN TRANSITION:**

Freshman Transition is a peer-facilitated program that helps orient freshman to their new environment. Students are guided by upperclassmen encouraging 9<sup>th</sup> graders to get involved in all the great activities, services, clubs, and sports that M-A has to offer. Freshman Transition builds a sense of community necessary for ensuring incoming freshman a positive transition to high school. For more information, please contact Ms. Lapine at [klapine@seq.org](mailto:klapine@seq.org).

#### **HEALTH OFFICE:**

The Health Aide is available daily in the Administration Office, 7:30-3:45, to handle student health issues and concerns. Some services available include emergency and basic first aid; medical release from school with parent permission and Permit to Leave pass (student must have the paper Permit to Leave before they may leave school); prescribed medication stored and dispensed with doctor's written order and parent permission; and health education. Any student who needs to take prescription medication must have a parent and physician complete an "Administration of Medication to a Student" form and return it to the health office. **No student will be allowed to take any medication on campus without the completed form on file with the Health Aide.**

The Emergency Information Card completed by parents (on-line or hard copy) will be used to reach parents at home or at work. Make sure to include a cell phone number if you have one. In the event that parents cannot be reached, the designated emergency person/s or doctor will be notified. **As changes occur, students and parents are asked to file updated contact information with the Health Aide or on the Infinite Campus Parent Portal.**

**Health Office Contact Information:** (650) 322-5311 extension 50129, [tedgington@seq.org](mailto:tedgington@seq.org)

#### **LIBRARY AND COMPUTER LAB:**

The library is a place for quiet study and research. All school rules apply in the library including dress code, electronic devices, playing cards, etc. Food and drinks are not allowed in the library with the exception of water bottles. Computers are available for school projects. Student ID may be required to use a computer. Students are expected to follow the directions of school staff. Any behavior which detracts from the studious atmosphere of the library will be addressed accordingly and may include a referral or other disciplinary action. Students are responsible for the materials they check out (see "Textbooks"). The library is open from 7:30 AM to 4:30 PM, Monday – Thursday and to 3:45 PM on Friday. Consult library staff for changes in the schedule. See the library website for additional information regarding the library and online resources available to students: <http://slant.seq.org/~malibrary/>. Student suggestions for library materials are welcome!

#### **SUPPORT CENTER:**

The Support Center, led by the Student Support Services Coordinator (Miki Cristerna, ext. 50254), connects

students and their families to the multiple support services available on campus and in the community. The Support Center is the hub for all of our partnerships with Community Based Organizations (CBO's), such as The Boys & Girls Club, Youth Community Service (YCS), League of Women Voters, New Voices for Youth, One East Palo Alto, Starvista, and more. The Parent Outreach & Education Coordinator (Lilly Quinonez, ext. 50255), is also located in the Support Center. Mrs. Quinonez receives Spanish-speaking parents and helps them navigate the school. Ms. Quinonez also organizes evening events for parent assistance.

**STUDENT SUPPORT FUND AND FINANCIAL ASSISTANCE:**

The Student Support Fund is available to help students with financial hardships access school necessities such as school supplies or reduced bus passes. Any student who has a financial need may see Miki Cristerna in the Support Center to request assistance. There are also financial scholarships available through the guidance office, college and career center, leadership and other school groups to assist with the purchase of school related needs, such as AP exam fees, graduation cap and gown, Grad Night ticket, field trip costs, and yearbook.

**TUTORING, AFTER SCHOOL HOMEWORK CENTER:**

The school library host's the M-A Homework Center Monday-Thursday from 3:15-4:30. Additionally, there is a **9th Grade Homework Center** open Monday - Thursday 3:15-4:30 hosted in a 9th grade teachers classroom (TBD). Both centers are staffed with a credentialed teacher and an instructional assistant to help students with homework completion.