

## **Being an Effective Academic Mentor**

1. Teach, model, follow up.
2. Try to partner with the parents.
  - a. Get them involved.
  - b. Let them know what you are doing.
  - c. Teach them how to be involved at home.

## **Encourage Nightly Check In with Parents**

1. Check Organization
2. Check Planner
3. Review each class with student
4. What is going on in class?
  - a. What HW do you have? Estimated time required?
  - b. Any tests or quizzes coming up?
5. Check in each school night if possible. SUNDAY is key to prepare for the week.
6. Bed-time Check
  - a. Binders in backpack
  - b. Planner in backpack
  - c. All books needed in backpack
  - d. Calculator

## Setting up Effective Organization

1. Separate one-inch binder for each core class.
2. Multiple classes in one binder ok with clear dividers.  
Dedicate one inch per core class.
  - a. Example: Two 3 inch binders for 6 core classes.
3. No spiral notebooks or folders (unless required by teacher).
4. Buy a portable three-hole-puncher and keep in backpack (approx. \$3)
5. Papers dated
  - a. Example: top right hand corner, ie: 9/24
  - b. In order from oldest (in front) to newest (toward back)
  - c. Loose-leaf paper in the back.
  - d. Syllabus is always the first item in each binder
  - e. The previous nights' HW is always the last item before loose-leaf paper.
6. BINDERS "LIVE" IN THE BACKPACK – very important
7. Don't throw returned work away.

