

Maneesha Mankad

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Mankad Forum Guidelines and Expectations 2019-2020

Expectations for the Forum Leader:

- Advise students with their four-year plans and scheduling.
- Help create a safe space where kids can meet new people and hang out.
- Aid in planning forum trips, community service projects, Multi-Culti, fund-raising activities, and other events we may choose to do.
- Advocate for students and teach them how to communicate and advocate for themselves.

Expectations for Forumettes:

- Attend forum meeting times on Tuesdays from 1:50-3:00 pm and Thursdays at lunch from 11:15-11:55 pm. Please respect our time together by arriving on time and staying for the entire time.
- Participate in forum discussions and activities in a positive and constructive way.
- Attend all special forum activities including Forum Days (fall and spring), Multi-Culti, Field Day, and NSAU days unless there is a valid conflict that has been communicated to me in advance.
- Schedule meetings with teachers, test retakes, and other appointments **outside** of Forum meeting time.
- Take your turn to be part of the leadership within our forum. STEP UP in helping to plan activities or events, being responsible for collecting money, setting the forum calendar, reading forum bulletin, organizing food for outings, and setting up and cleaning up after forum and forum events.
- Refrain from using a cell phone unless it is an emergency.
- Sign in and/or check in with me on Friday schedules.

Grading

Forum is a graded and important course at Community and all students who fulfill expectations will earn an A in Forum. Some things I'll base your grade on include:

*Attendance – Fridays are face to face check in (required)

*Participation in Forum days and special days (Multiculti, NSAU, Forum Trips, etc.)

*Contribution to community service

But you will be asked, every semester, to do a self-evaluation and help calculate your grade in forum. At interim periods, grades will be G or H.

Meeting Times

Tuesday 1:50 – 3:00pm (3:00 – 3:30 pm Individual Academic Advising)

Thursday 11:15 – 11:55 am (2:00 – 2:30 pm Academic Thursdays)

Friday Check-In (See Maneesha and sign in)

Academic Thursdays

- Check your missing assignments
- Complete any missing assignments
- Review and organize Calendar
- Clean out and organize backpacks
- Setting goals

Our Forum ...

- ◇ Is a place where you can always feel "at home". You can pop in anytime to hang out, do some homework, eat your lunch, store some stuff, just say hi.
- ◇ Can help you with problems. As your forum leader, I am here to advocate for you, to walk with you down a rough road, or share your joys. As forum members, we care about each other and act like we do.
- ◇ Is a place where you will take on leadership opportunities within a safe context.
- ◇ Is where you get school news, find out important stuff, get answers to scheduling, grading, class, etc., questions.
- ◇ Is fun. We like to be together, do fun things together or just hang out together. We always support each other in any way we can.
- ◇ Provides us with a platform for "giving back" in some way to our community. And we expect that of ourselves.
- ◇ Helps you think about your future by thinking about the present. What classes should I take? What direction should I take my education? How do I take a University class? Have I met all graduation requirements? Can you write me a recommendation? Does anyone know who is hiring in town?

Attendance in forum

If you must miss Forum due to a doctor's appointment or an away athletic game, please be sure to have your **parent/guardian email me a day ahead of time and be sure to have your parent call the attendance office to excuse you. If you need to leave forum due to an athletic activity any time before 2:45pm, I will **need a note from your athletic coach**.*

Please read this document in its entirety, provide your updated contact information and sign to indicate that we have an understanding and commitment towards the growth and success of every forumette in the Mankad Forum.

Forumette Signature: _____

Contact Information: _____

Parent Signature: _____

Contact Information: _____