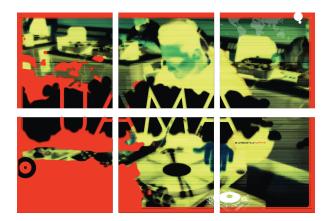
## **IMAGINE. EMPOWER. CREATE.**



UA MUSIC AND ART
BARD EARLY COLLEGE ACADEMY
ARTS HUB



**Student Handbook** 

"Part of teaching is helping people create themselves."

Maxine Greene

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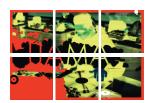
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# UA School of Music and Art Bard Early College Academy CREATORS ACADEMY ARTS HUB

IA Principal, Samir Vural Assistant Principal, Josephine Tucker



## Dear Parents & Students

Welcome to the 2023 - 24 School Year.

This year we are excited to continue reimagining our school. It is our responsibility to examine all the assumptions that inform the systems and structures our school utilizes to provide a world class learning experience for all students.

Last year we began by addressing the question, "Why should I come to school?" Why apply to UA Music & Art? Why wake up everyday and come to the building? The answer students and families gave was universal: THE ARTS! So we developed and launched the Creators Academy, a 90 minute block at the end of our academic school day to provide students with the choice of many different arts experiences.

This year we will focus on integrating the arts across the school. We want the arts to show up in many ways throughout the day and in the work produced by students. All courses will produce a portfolio of work that demonstrates their learning and includes opportunities for students to represent what they learned in creative ways.

We are also launching arts majors, an opportunity for students to take one of four sequences in the arts to best prepare our graduates for college and career pathways in the 21st century arts fields. Incoming students will declare a major in Modern Band & Music Production, Studio & Digital Arts, Drama & Musical Theater, or Dance and Choreography\* (beginning in the Spring term of this year).

The school's early college continues to grow as well, with an expanded dual college credit bearing course list, now including all content areas. This broader range of courses will be provided at no cost to students through our partnerships with Bard Early College High School and the National Equity Lab.

Finally, this year we are focused on being intentional about preparing all students for success academically. Using data snapshots to unpack areas that need more instructional effort Through data conferencing, students will be partners in setting growth goals and ensuring that they are able to access all of the pathways available to them after they complete their high school experience.

Looking forward to a great year!

Samir Vural Principal

## **Our School**

#### **About Us**

UAMA is a small arts themed public high school in Downtown Brooklyn/DUMBO founded in 2005.

The UA School of Music and Art prepares students for college and the world of work. Our program integrates literacy and the arts into all aspects of our instructional program. Students learn to be critical thinkers and creative communicators by capitalizing on our students' love of the arts and their desire to engage in self-expression.

UAMA infuses a rigorous early college curriculum alongside the arts. We do not require special auditions or portfolios for application. We believe all students benefit from an arts education and should have access to early college opportunities.

#### **Our Programs:**

#### Bard Early College Academy @ the UA School of Music & Art

Students can take up to 6 semesters of dual HS and College Credit through Bard College with up to 4 additional college courses through the National Equity Lab in addition to opportunities to take college courses at LIU and City Tech all at no cost to the student. This allows students to graduate high school with over a year's worth of college credits.

#### CREATORS ACADEMY @ the UA School of Music & Art

The Creators Academy is a student choice, in school day, credited arts program. The choices include classical, digital arts, entrepreneurial, and social media marketing training that builds capacity to engage in the critical thinking, collaborative, and creative skills that students will need to be successful in the rapidly evolving 21st century workforce.

#### Motto:

CREATORS ACADEMY @ the UA School of Music & Art graduates are: Creators, not consumers Active, not passive Innovative, not traditional.

#### Mission:

Creators Academy students use their creativity to develop autonomy and the critical thinking skills necessary to be impactful 21st global citizens. Through the acts of creation and collaboration students are prepared to and achieve their aspirations to be successful in the ever changing world and evolving modern career pathways.

#### Vision:

The Student experience is designed to provide the space to develop confidence in their unique voice through creating and critiquing in various artistic and academic disciplines that challenges them to express their thoughts, ideas, and feelings about their learning in traditional and innovative ways.

# 2023 - 2024 Bell Schedule

Period	Start Time	End Time
1	8:15 AM	8:59 AM
2	9:00 AM	9:44 AM
3	9:45 AM	10:29 AM
4	10:30 AM	11:14 AM
5	11:15 AM	11:59 AM
6	12:00 PM	12:45 PM
7	12:46 PM	1:31 PM
8	1:32 PM	2:17 PM
9	2:18 PM	3:03 PM

# Administrative Staff Directory

NAME	<u>LOCATION</u>
Mr. Vural, Principal, IA SVural@schools.nyc.gov	Room 815 Ext. 8151
Ms. Tucker,  Assistant Principal  JTucker5@schools.nyc.gov	Room 720 Ext. 7202
Ms. Amy Rosa, School Office Manager ARosa5@schools.nyc.gov	Room 807 Ext. 8082

## Parent Engagement

Ms. Daijha Sco Parent Coordin DScott49@schools.	ator	Room 807 Ext. 8073
DScott49@schools.	nyc.gov	Ext. 8073

## Student Engagement/Attendance

Ms. Wynter Williams,  Student Engagement Coordinator  WWilliams27@schools.nyc.gov	Room 807 Ext. 8076
<u> </u>	

## Guidance/Restorative Justice

n 708 7083

## Special Education/ELL

Ms. Janelle Jemmott,	
IEP Coordinator	Room 708
JJemmott@schools.nyc.gov	Ext. 7082

## **UAMA Grading Policy**

#### From the NYC DOE Academic Policy Guide:

How should schools determine if a student has mastered a course or subject?

Determinations of passing or failing should be based primarily on how well students have demonstrated their understanding of the concepts and skills taught in a subject or course throughout the term. **Students should have the opportunity to demonstrate mastery through multiple measures of performance**, such as assessments, classwork, projects/assignments, and homework.

Students with disabilities should never be penalized because they receive accommodations and/or supplementary aids and services. Grading student work for understanding of concepts and mastery of skills is different than grading student work based on completion of assignments alone. When student work is graded based on how well students understand the content and perform in the subject, both the students and teachers are receiving valuable information about how well the students are doing. Grading based on completion may be valuable for other purposes and can count for a portion of students' grades, but it must not be the sole reason a student fails a course.

How should schools determine if a student has mastered a course or subject?

To what extent can non-mastery measures of performance (for example, attendance, participation, adherence to the student code of conduct, etc.) be factored into final grades? Non-mastery based factors measure students' effort, behavior, and preparedness. Examples of non-mastery measures of performance include, but are not limited to, attendance, participation, preparedness, professionalism, respect, and adherence to the school code of conduct (e.g. wearing uniforms, not wearing hats or other specific clothing). Non-mastery measures of performance can be included in the final grade as long as they do not primarily determine the course grade. Since students' grades should be based primarily on mastery of the learning standards, students cannot pass or fail a course solely based on non-mastery measures of performance.

Can make-up assignments or late work be considered in final grades? Always.

How can Regents exam scores be factored into final grades in middle and high school? As part of a grading policy, schools should indicate if/how Regents exam scores may be included in the calculation of a final course grade. Regents exam scores may be

included in the calculation of the final course grade only if the score is: Weighted no more than 33 percent of the terminal course leading to the exam; and Calculated into the course grade as a component of the weighted average.

For students who complete a course of study culminating in a Regents exam, the Regents exam may not be the only reason a student passes or fails a course.

#### **UA Music and Art Assessment Philosophy**

Grades are the common language through which students, teachers, families, school leaders, district staff, and other institutions communicate about students' learning and growth throughout the school year. Grades provide feedback to students and families about academic progress and have the power to influence students' motivation and engagement in their learning, inform instructional and programmatic decisions, as well as shape postsecondary opportunities.

#### **Competency Based Grading (formerly Mastery Based)**

The school's Competency Based Assessment system fully aligns with the NYCPS philosophy of grades as an accurate and fair form of feedback based on clearly set expectations as outlined by rubrics that are visible to students at the start of the assessment. This feedback communicates where students are for each standard aligned rubric indicator on a performance level scale (1, 2, 3, or 4) representing the performance levels: Beginning/Approaching/Meeting/Exceeding.

Course Mark	Description	Numeric Equivalent <sup>8</sup>	Pass/Fail Equivalent <sup>9</sup>
4 (+/-)	Performance level: excels in standards (1–4 scale)	N/A	Р
3 (+/-)	Performance level: proficient (1–4 scale)	N/A	Р
2 (+/-)	Performance level: below standards (1–4 scale)	N/A	F
1 (+/-)	Performance level: well below standards (1–4 scale)	N/A	F
NS	No credit – No show ( <u>additional policies</u> apply)	45	F
NX	No credit – Course in Progress ( <u>additional policies</u> apply)	N/A	NULL
NL	No credit – New/Recent Admit ( <u>additional policies</u> apply)	N/A	NULL

**Note:** For schools using performance levels 1-4, this scale does not have numeric equivalents. You may not establish nor communicate numeric equivalents for marks 1, 2, 3, or 4. Also, note that performance level 2 has a fail equivalent.

All Grade information and student schedules are available through Student and Family NYCSA.

#### **End of Term Projects:**

At the conclusion of each semester, students will submit a portfolio of work developed throughout the course that demonstrates their highest levels of competency. This portfolio must include academically rigorous content based work and artistic representations of their learning for full credit.

## Minimum Graduation Requirements

#### Courses:

000.	
Arts Sequence	8+ Credits
Math	6 Credits
Science	6 Credits
English	8 Credits
Social Studies	8 Credits
Gym/Health	7 terms(4 Credits) + 1 Health
Foreign Language	2 or 6 Credits(depending on
	diploma)
Total Credits:	44-54 Credits

+

#### NYS Regents:

regents.	
Math Regents (one required)	<ul> <li>Integrated Algebra or</li> <li>Geometry or</li> <li>Trigonometry/Algebra II</li> </ul>
Science Regents (one required)	<ul> <li>Earth Science or</li> <li>Living Environment or</li> <li>Chemistry or</li> <li>Physics</li> </ul>
English Regents (one required)	Comprehensive English
Social Studies Regents (one required)	<ul> <li>Global History &amp; Geography</li> <li>U.S. History &amp; Government</li> </ul>
NYS Regents Requirement for Graduation	5 Minimum

+

**SENIOR PROJECT:** Students entering the school for the 2023-24 school year will be required to complete a senior project that demonstrates their readiness to enter the college or career pathways they will pursue upon graduation.

+

**EARLY COLLEGE:** Bard Sequence, Bard African American History, Bard Latinx History, National Equity Lab Courses (including but not limited to: Financial Management, Environmental Justice, Psychology, and more)

#### **Promotion Criteria**

#### • To be promoted to Grade 10 you must have a minimum of 10+ credits

In order to fulfill promotional requirements, students must earn the following credits:

- 2 English credits
- 2 Math Credits
- 2 History Credits
- 2 Science Credits (if started in Grade 9)
- 2 Arts Major Sequence (Modern Barn & Music Production, Studio & Digital Art, Drama & Musical Theater, Dance & Choreography)
- 2 **terms** Physical Education

#### • To be promoted to Grade 11 you must have a minimum of 20+ credits

In order to fulfill promotional requirements, students must have the following credits in place:

- 4 English Credits
- 4 Math Credits
- 4 History Credits
- 4 Science Credits (2 if sequence started in Grade 10)
- 4 Arts Major Sequence (Modern Barn & Music Production, Studio & Digital Art, Drama & Musical Theater, Dance & Choreography)
- 4 4 **terms** Physical Education

#### To be promoted to Grade 12 you must have a minimum 30 + credits

In order to fulfill promotional requirements, students must have the following credits in place:

- 6 English Credits
- 6 Math Credits
- 6 History Credits
- 6 Science Credits (4 if sequence started in Grade 10)
- 6 Arts Major Sequence (Modern Barn & Music Production, Studio & Digital Art, Drama & Musical Theater, Dance & Choreography)
- 5 terms Physical Education (or 4 terms phys. Ed. and 1 health)
- 2 Foreign Language

## NYC DOE Cell Phone Policy

Students are permitted to bring the following electronic items to school: 1) cell phones; 2) laptops, tablets, iPads and other similar computing devices ("computing devices"); and 3) portable music and entertainment systems, such as iPods, MP3 players, PSP, and Nintendo DS.

The use of cell phones, computing devices and portable music and entertainment systems at school is subject to the restrictions below.

- Cell phones and portable music and entertainment systems may not be turned on or used during the administration of any school quiz, test or examination.
- 2. Computing devices may not be turned on or used during the administration of any school quiz, test or examination, except where such use has been explicitly authorized by the school or is contained in an Individualized Education Program or Section 504 Accommodation Plan.
- Use of cell phones, computing devices, portable music and entertainment systems and other electronic devices during the administration of state standardized examinations is governed by State Education Department Rules.
- Cell phones, computing devices and portable music and entertainment systems may not be turned on or used during school fire drills or other emergency preparedness exercises.
- 5. Cell phones, computing devices, and portable music and entertainment systems may not be used in locker rooms or bathrooms.

Cell phones may be used as set forth below (select applicable option(s) or select other options consistent with Regulation A-413).

During the school day:

- Cell phones may not be turned on or used while on school property.
- Cell phones may not be turned on or used during instructional time, except for instructional and educational purposes with the explicit approval of the teacher.
- Cell phones may be used during the following non-instructional times of the school day: Lunch Periods in the following designated areas: Cafeteria.

Computing devices may be used as set forth below (select applicable option(s) or select other options consistent with Regulation A-413).

During the school day:

- Computing systems may not be turned on or used during instructional time, except for instructional and educational purposes with the explicit approval of the teacher.
- Computing systems may be turned on and used only during instructional time for instructional and educational purposes.
- Computing devices may be used during the following non-instructional times of the school day: Lunch Periods in the following designated areas: Cafeteria.

#### **Dress Code**

In accordance with New York City Department of Education (DOE) policy, students have the right to determine their own attire, except where the dress is dangerous, interferes with the teaching and learning process, or violates the DOE's anti-discrimination policy.

In order to maintain a positive, safe, and inclusive learning environment, DOE policy prohibits students from wearing clothing in school, on school buses, or during any DOE- or school-sponsored programs or activities that take place on or off school property, which contains language (including slurs), images, or references:

- which discriminate on the basis of race, color, creed, religion, religious practices, ethnicity, national origin, citizenship/immigration status, gender, gender identity, gender expression, sexual orientation, disability, or weight;
- to profanity, obscenity, nudity, or sexual acts;
- to threats of violence, injury or harm, or gang affiliation.

#### NYC DOE dress code guidelines:

https://www.schools.nyc.gov/school-life/school-environment/dress-code-guidelines

## Student Locker Use Agreement

Urban Assembly School of Music and Art will provide a locker for all students.

UAMA will not be responsible for the contents of the locker and reserve the right to open if necessary.

All students must use the combination lock supplied by the school.

Chancellor's Regulation A-432 (Search of Lockers)

- School lockers are the property of the Department of Education even when assigned to students. Lockers may be searched when there is reasonable suspicion to believe the lockers contain evidence that the student has violated or is violating the law and/or school rules and regulations.
- 2. If there is reasonable suspicion to believe a student's locker contains contraband, the principal/designee must be advised. If the principal/designee determines that a search is warranted, he/she shall direct the SSA or appropriate personnel to search the locker.
- 3. The principal/designee must be present while the search of the locker is conducted, except as indicated in paragraph II.B.4. below.
- 4. In the event of an emergency which requires immediate intervention to protect the safety and security of the school community or any individual, a SSA may search a student's locker provided the SSA has reasonable suspicion to believe that the locker contains evidence that a student has violated or is violating the law or school rules and regulations. Once the situation is under control, the SSA shall immediately advise the principal/designee of the situation.

Click here to access the official NYC DOE Chancellor's Regulation A-432

## Procedures for Entering the Building

- You must have your PICTURE I.D. CARD AND PROGRAM CARD.
- Students who have lost their photo IDs will be able to get a new ID
- Signs will be posted throughout the building listing school rules.
- You must be at school fifteen to thirty minutes before your first class begins to ensure that you will make it to your first period class on time.
- The school will open for students at 7:45 a.m. for Breakfast
- Students who are early will be directed to the cafeteria. They may proceed to the first period class no earlier than 8:10 a.m.
- Students who begin class second period will be directed to the cafeteria until the end of first period

#### In order to have a successful school day:

- 1. Come to school on time.
- 2. Get a good night's rest to be ready for the challenging day ahead.
- 3. Plan on getting to school early.
- 4. Be prepared to work by bringing your supplies, books, notebooks, pens, pencils, calculators, etc.

- 5. Go to all your classes.6. Follow your program.7. Hand in quality homework on time.
- 8. Be on time to each class.
- 9. You are not to leave the building during the school day
- 10. Do not cut class. Make the most out of every opportunity to learn.

## School Safety Guidance

 Upon entering the school, students must have their school ID card ready to show when asked by <u>any member</u> of the school staff, such as the Safety Agents, Police Officer, Principal, Assistant Principal, Teachers, School Aides, etc.

- Students should have a copy of their class schedule at all times as well as their ID cards.
- DIGITAL CITIZENSHIP: In the age of digital and electronic learning, students are
  expected to maintain a digital connection to their work and represent themselves
  in the digital sphere in responsible academic and social ways. Irresponsible use
  of or abuse of any technology, the school's or the student's personal devices will
  be addressed and outreach will be made to the student's family to work toward
  restoring the community trust that has been violated..
- The only place for entering and exiting the building is through the first floor.
   Students are only allowed to leave at the end of their program day period.
- Anyone found trespassing in a school during the academic school day, will be issued a referral for family outreach, and further consequences can be pursued.
- Guests are not generally permitted in the school without prior request and will be considered trespassers into the building. Resulting in a possible lock down and will be reported to the appropriate authorities.
- Fighting is not allowed inside or outside the school. Anyone found fighting will be suspended. Keep your hands to yourself. Do not touch or take anything that does not belong to you.

## Student Lateness and Absences Guidance

- Students are expected to arrive to class on time every period.
- Late arriving students are to be admitted into the class without delay and supported to begin the daily activity.
- It is the teachers responsibility to record individual lateness and escalate any pattern of lateness to the grade team and the student support team.
- A late pass is not required to enter the class, however it does help the teacher understand the cause of the lateness and is appreciated.
- Students cannot be sent out to obtain a late pass.
- Students cannot fail because of lateness but any missed time may impact student learning and success.

#### Procedures to follow if you are absent:

- Have your parents contact the school's attendance coordinator: Wynter Williams, (718) 858-0249 Ext. 8076 WWilliams27@schools.nyc.gov
- Return to school with an absent note to the Pupil Accountant in the Main Office.
   Only the following are excused absences: HRA, court dates, doctor appointments, and job interviews.
- Students are required to make up all course work missed regardless whether the absence is excused or unexcused.
- The time and place for make-up examination(s) shall be determined by the teacher(s).

 When you are absent, we will call and message your family to report that you are not in the school building. This outreach will be made after the 2nd Period each day, and mail letters

• If you are excessively absent, an Attendance Teacher will make a home visit.

If you need Help – SPEAK TO YOUR GUIDANCE COUNSELOR!!

#### CUTTING IS AN UNEXCUSED ABSENCE FROM A CLASS!

"UNEXCUSED" refers to the following:

- Not going to a subject class on the students program
- Missing a subject class without showing an official school pass to the subject teacher.
- Sitting in a class that you are not scheduled for.

**UNEXCUSED LATENESS IS A FORM OF CUTTING.** If you have a problem and feel that you might not be able to attend a class, please contact your Guidance Counselor IMMEDIATELY. REMEMBER, THEY ARE HERE TO HELP YOU.

## Important Things To Know

#### Provisions for Students with Limited English Proficiency

All students new in the country will be given The New York State Identification Test for English Language Learners (NYSITELL) to measure their English language ability. According to their NYSITELL scores they will be placed in the appropriate class and remain in ESL until they test out of entitlement. ELL students are required to take the English Regents Examination. Other Regents exams may be available in their native language. All ELL students will also receive special provisions for Regents Exams, which include extended time.

#### Provisions for Students in Special Education

Special Education students will receive extended time for all Regents Examinations. If a student does not pass the Regents Examination they will need to take and pass the RCT Exam in order to receive a local high school diploma.

#### **Medical Forms**

All students are required to have a medical form upon entrance to the school. The form must be submitted when they first enter UAMA. The form must include complete immunization information, a physical exam, and any current medical problem. Incomplete immunizations may result in the exclusion of the student and the cancellation of that student's metro card, until the required immunizations are completed as required by STATE LAW. Your physician must determine any medical problem, with information regarding physical activities in the school. A form 504 may have to be submitted to accommodate the student's physical condition.

## **Guidance Counselor Appointment**

Counselors will schedule appointments to see you. You must have a pass to see a counselor. You will not be seen without a pass. If you congregate outside of the guidance suite without an appointment, you will be picked up for cutting and the counselors will not see you. Counselors will assist you with any problems you may have during an emergency.

#### Program changes may be made ONLY for the following reasons:

- 1. If a student needs a course required for graduation
- 2. A computer error occurred
- 3. A student already has credit for a course on their program.
- 4. The student is taking a course out of sequence.

# \*\* Program changes require the approval of the Assistant Principal, Program Change Request forms are available during the first month of each semester only!

#### School Equipment

All laptop computers, ipads, textbooks, graphic calculators, equipment, etc. are the property of the State of New York and UAMA (Urban Assembly HS of Music and Art). Families may request to borrow an electronic device or instrument to support students working from home. A Form must be completed and submitted by the family before any device or instrument can be removed from the building.

Students must take care of loaned equipment and return them in good condition to their teachers at the end of the term or year.

Students wishing to transfer to another school must first hand in all textbooks, laptops, ipad, etc.

#### After-School Academic Intervention & Enrichment

Urban Assembly High School of Music and Art uses school data to identify "at risk" students by cohort. Students are given an individualized educational plan that clearly describes what each student needs to meet graduation requirements.

Students that are identified as "at risk" and under-credit will be provided with the opportunity to attend one or more of these academic intervention programs designed to best suit their needs.

The Academic Intervention Programs offered by Urban Assembly High School of Music and Art are:

#### 1) Credit Recovery:

Students behind on promotion credits will be provided with Credit Recovery Courses after their scheduled program day is completed. This course will appear on their program and their official transcript.

#### 2) Regents Prep:

Students who need to pass a Regents Exam for a course they are not scheduled for in their program day, and have completed the related course with a passing grade will be scheduled for a non-credit bearing Prep course after their scheduled program day is completed. This course will appear on their program and their official transcript.

#### 3) **Tutoring:**

This program is designed to assist students who are in danger of failing academic courses or as a supplement to strengthen the student's understanding in any academic area. It will be offered during and after school hours. Tutoring will also be available on Saturdays and holiday breaks in each academic subject area.

#### After School Extracurricular

## MS/MBK (My Sisters / My Brothers Keeper)

The mission is to bring together diverse groups of Youth and provide them with access to experiences that build confidence, strengthen community, and Sisterhood/Brotherhood.

#### **Student Government**

The voice of students at UAMA and is devoted to advocate for those issues that will enhance the educational, social, and career development of UAMA students.

#### **CLUBS**

Clubs and UA Music & Art are formed by students advocating for their interests. Students wishing to form a club need a minimum of 5 dedicated founding students and a staff advisor.

#### Past Clubs:

Anime Club
Modern Band
Gaming Club
Ambassadors
Restorative Justice
QTIBPOC
Senior Council
Yearbook

#### SPORTS:

This year there is a possibility of combining the WaterEdge Campus sports in:

**Boys:** Baseball & JV Baseball, Basketball & JV Basketball, Bowling, Cross Country, Football & JV Football, Handball, Indoor Track, Outdoor Track, Soccer, Tennis, Volleyball

**Girls:** Basketball & JV Basketball, Bowling, Cross Country, Golf, Handball, Indoor Track, Outdoor Track, Soccer, Softball, Tennis, Volleyball & JV Volleyball

UAMA does not coordinate any of the above athletic programs.

## Ten Quick Study Tips For Instant Success!

#### "CHANGE DEMANDS SELF DISCIPLINE. COMMAND YOURSELF AND MAKE YOURSELF DO WHAT NEEDS TO BE DONE."

- 1. CHOOSE YOUR FRIENDS WISELY. Good friends will help you develop your character, not help you cut class.
- GOOD ATTENDANCE GOES HAND IN HAND WITH GOOD GRADES.
- 3. GO TO CLASS WITH THE PROPER TOOLS: Notebooks, textbooks, pens, pencils, ruler, calculator, assignment pads, and a good attitude!
- 4. READ ALL YOUR ASSIGNMENTS
  - a. Highlight
  - b. Underline

  - c. Take notesd. Make flash cards
- 5. TAKE CLASS NOTES THAT YOU CAN STUDY AND REVIEW
  - a. Save your returned homework to study and review
  - b. Save your lab reports
- LEARN TO LISTEN TOTALLY IN CLASS.
  - a. Listen for key words, ideas, clues and phrases
- 7. LEARN TO MANAGE YOUR TIME!
  - a. Plan ahead!
    - Budget your time.
    - Leave plenty of time for studying and assignments.
- 8. DON'T CRAM THE NIGHT BEFORE AN EXAM
- 9. GET HELP BEFORE IT'S TOO LATE!
  - a. Peer tutoring and Saturday Tutoring
  - b. Teachers before and/or after school provide special tutoring sessions. Look and listen for announcements
  - c. Private tutoring
- 10. LEARN TO BE ABLE TO JUDGE BETWEEN CONFLICTING INTERESTS.
  - a. Take time to study, review, and relax
  - b. FRIENDS DO NÓT HAVE YOU MAKE CHOICES THAT HURT YOU.