

Present:

Tutors

Teachers

Counselors

Issues:

- Attention
- Task completion

Questions:

- How do we know what assignments are due when?
- How do we know if he has turned them in?
- Is there a single place that we can look to get this information?

Solutions:

- All teachers will use Haiku (LMS) to post calendars and assignments.
- [REDACTED] will use agenda to write down assignments with due dates.
 - 1 slash=completed
 - 2slashes=turned in
 - Check StandardScore for grades and to see if assignments are missing.
 - Teachers will email mom at the end of each week with missing assignments.