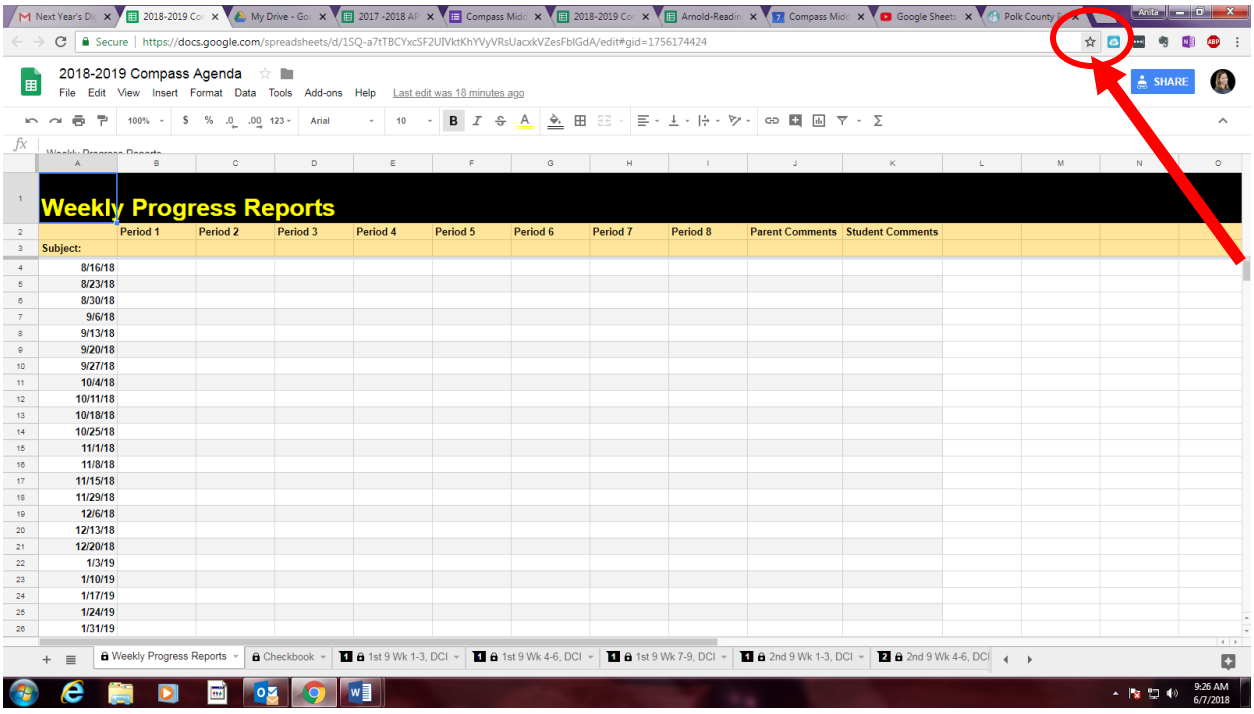
Compass Charter Digital Planner

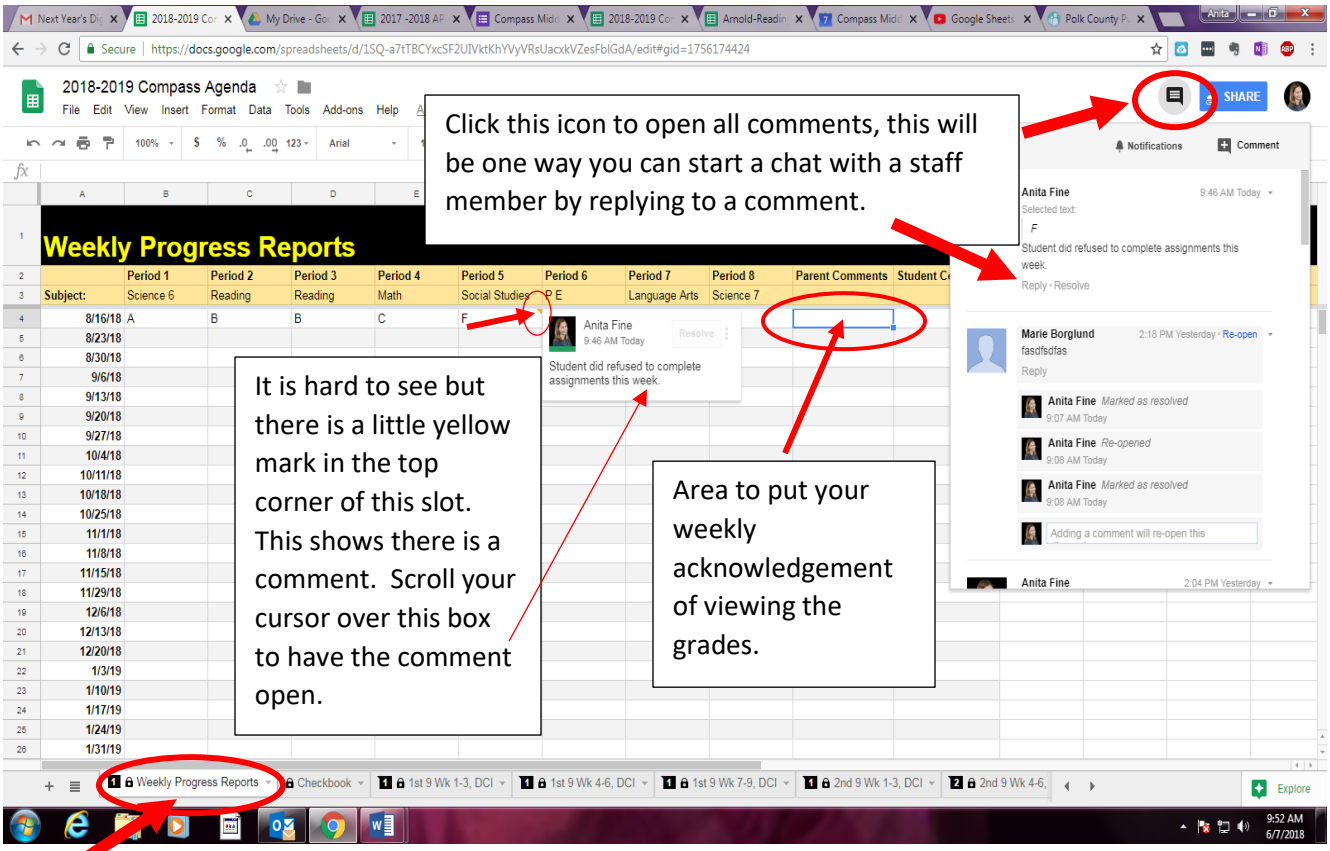
Parent Use Resource Guide

Access to the Digital Agenda: Students and parents will receive an email with a link to the student's individual agenda at the beginning of the school year (or when the student enrolls) through an email. The student will use their school email. The parent will use the email provided to the school for communication. Click on the link to open up the agenda. We suggest creating a bookmark for the link so that you have it saved and can pull it up at any time (otherwise you will need to look through your email to find the link). Below is a picture of what to do to make a bookmark for the link.

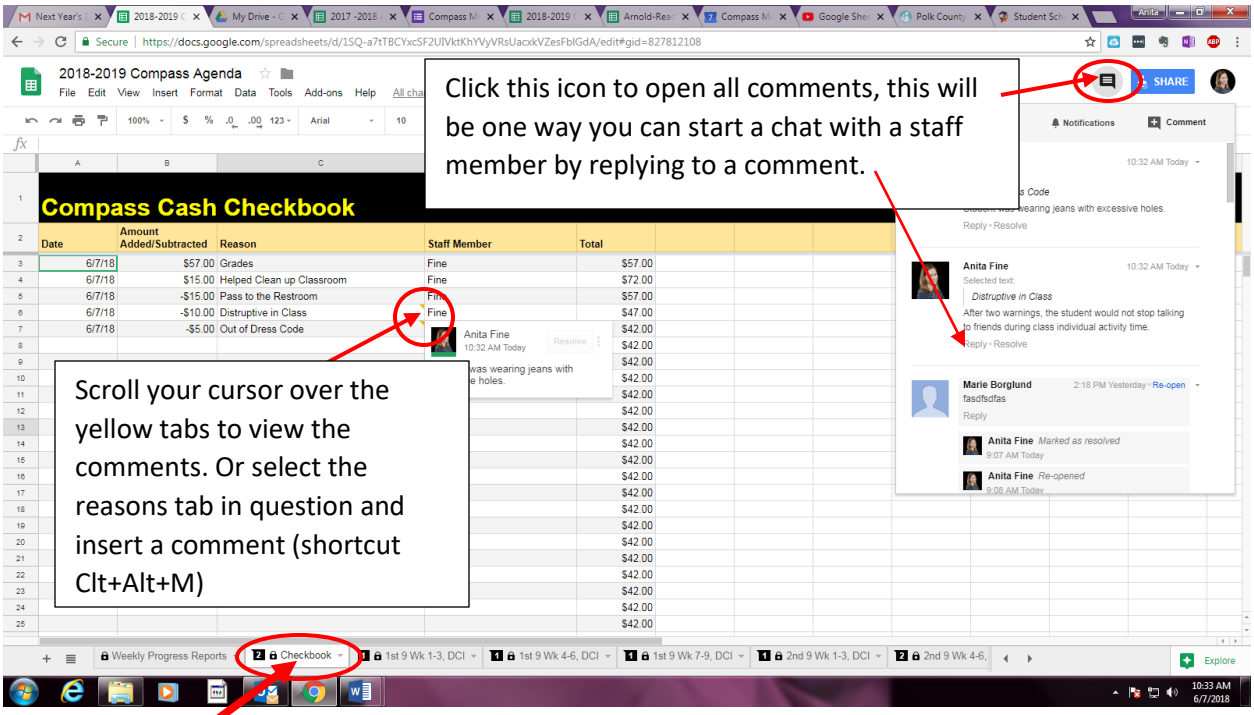


Weekly Progress Reports Tab: Every Thursday, by the end of the school day, your student's homeroom teacher will enter the student's current grades into the weekly progress reports tab. **We ask every parent to view the progress reports tab every Thursday and to add a comment that you have viewed it into the parent comments slot for that day.** If you do not have anything to ask or share with the teachers, please just write your name as a comment to acknowledge that you have seen the grades. Your student will earn $20.00 Compass Cash just for you writing a comment in their weekly progress reports tab. If you want to address a specific teacher you can also add a comment in the slot where the grade was added. A teacher might also already have a comment put into the grades tab for you to view. You and the teacher can start a chat through the comments. To add a comment, click on the slot where you want to add it, click

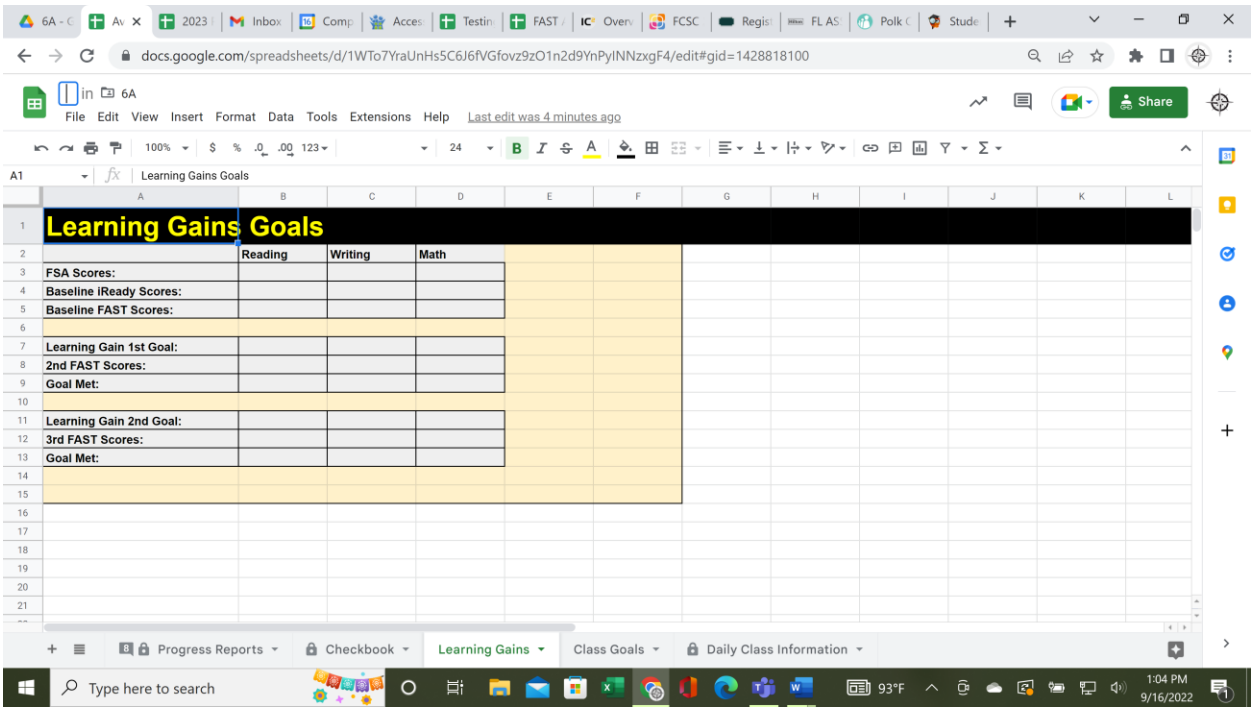
on insert and select comment (or click on the slot and use the shortcut Ctrl+Alt+M). To view a comment, click on the box with a yellow mark at the top of the slot). Below is a screen shot of how to view the weekly progress reports tab, adding comments, and viewing comments. You will receive an email when a new comment is added into the agenda.



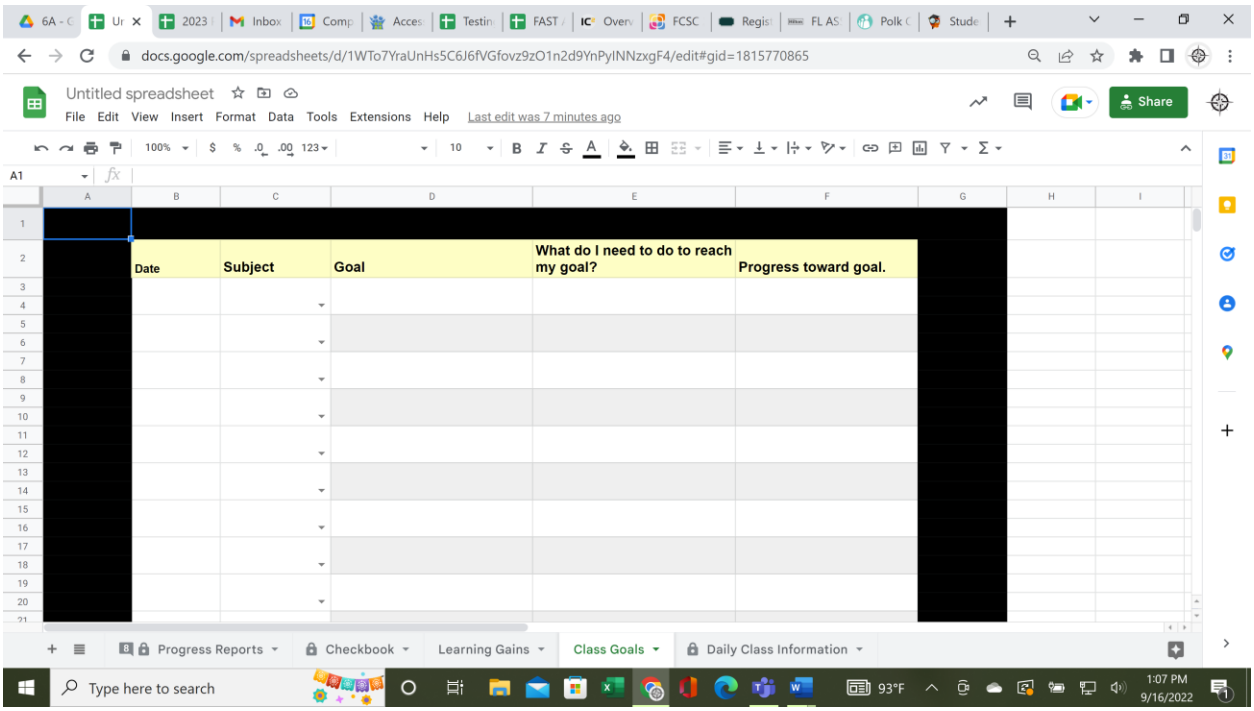
The Checkbook Tab: Students earn Compass Cash for good behavior and parent weekly acknowledgement of the weekly progress report. Students also earn Compass Cash for their grades, once a week. The earn $10 for every A, $5 for every B, $2 for every C, and $1 for every D. Compass Cash is deducted for poor behavior, being out of dress code, and for purchases. Students can use their cash to purchase passes out of class, items for the mid quarter auctions, and rewards throughout the school year. Parents can view the checkbook to gage how their students are doing behaviorally in the classroom and how many times they are leaving the classroom throughout the day. Parents and teachers can add comments to the checkbook tab, under reasons to open up a conversation to elaborate on behavior or excessive passes out of the classroom. Below is a screenshot of the checkbook tab.



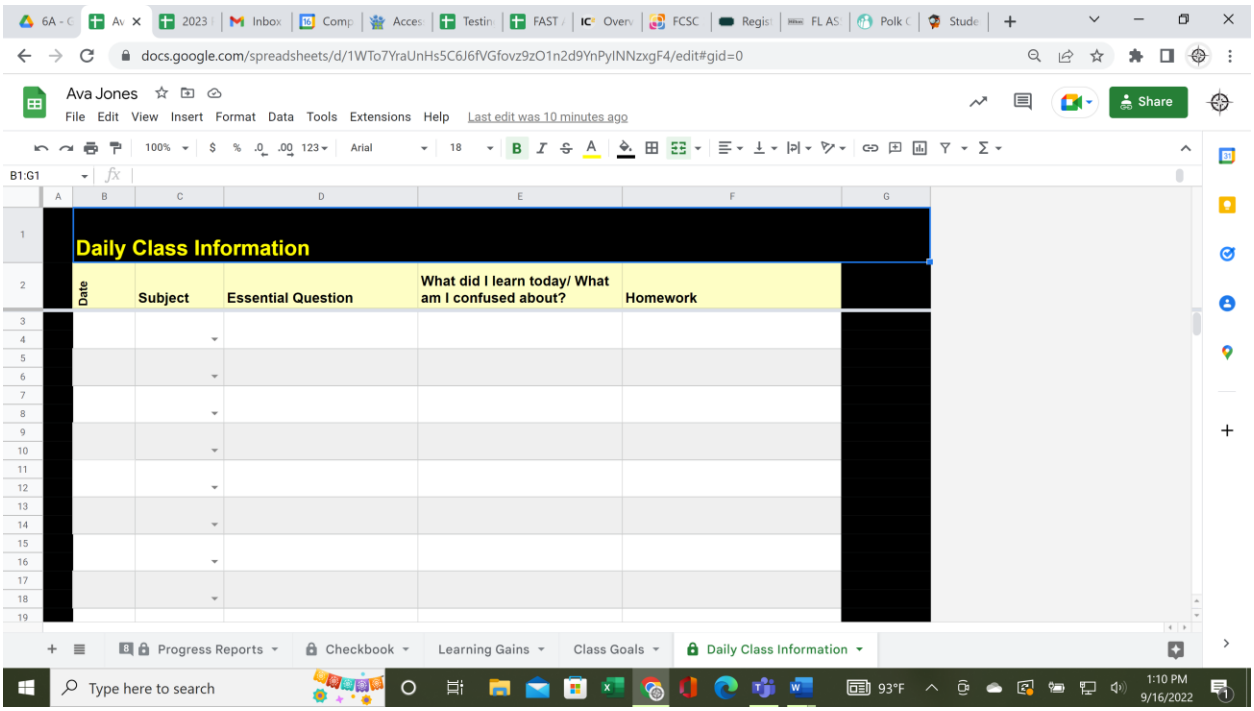
Learning Gains: The learning goals tab where be where all testing information is located. This will have last years test results and then it will be updated with this year's test results as scores come in. Mrs. Wilson will meet with each student before their next assessment to set goals for the next assessment which will also be added to this area. Below is a screen shot of the Learning Goals tab.



Class Goals: If your student is struggling in a class, the teacher will meet with your student individually to set goals for the nine weeks. When the teacher meets with your student, they will use the class goals tab to record the goal, the plan of action, and progress toward the goal. Below is a screen shot of the class goals tab.



Daily Class Information Tab: This tab will show the student's daily class information. It is optional, and students may use it as they wish. This is where students can enter if they have homework, or what they learned for their reference when they get home. Below is a screen shot of the Daily Class Information tabs.


docs.google.com/spreadsheets/d/1WTo7YraUnHs5C6J6fVGfovz9zO1n2d9YnPyINNzxgF4/edit#gid=0
Ava Jones
File Edit View Insert Format Data Tools Extensions Help
Last edit was 10 minutes ago
Share
B1:G1
Daily Class Information
Date
Subject
Essential Question
What did I learn today/ What am I confused about?
Homework
Progress Reports
Checkbook
Learning Gains
Class Goals
Daily Class Information
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