Tutorial Directions for 10/18/17 and 10/19/17 (Core Priority)	
All Teachers	1) Write your session name (and whether it's open/closed) and grade level in the spreadsheet by the end of the day THURSDAY, 10/12
Core Teachers	2) Select your students for your closed session by the end of the day THURSDAY, 10/12
Encore Teachers	3) Select your students for your session by the end of the day FRIDAY, 10/13
Core Teachers	4) Clean up the undrafted students by the end of the day MONDAY, 10/16. You can select students for any open session or open-assign session during this time.
All Teachers	5) If the student you chose is already invited by another teacher, either: a) choose another student or b) EMAIL that teacher with your request. The teacher requesting the change will be responsible for switching the student's name (if agreed upon).
Homeroom Teachers	6) On TUESDAY (10/17) during homeroom, inform students where they will go for Wednesday and Thursday Tutorials
All Teachers	7) On Wednesday, all students are to report to their Tutorial Session listed in their planner. When they arrive, please have students sign in for the session on the sign in sheet.
All Teachers	8) As students enter your session, check and initial students' planners. If a student does not show to your session, please email Layne Bass.
Spreadsheet Directions	
1) Do NOT sort the "Alpha Roster" tabs. Sorting changes the view for everybody currently working on the spreadsheet. Students are sorted alphabetically by team and homeroom.	
2) If you need to find a student, press "CTRL F" and type their name.	
3) Please select your name from the drop-down menu under the Alpha Roster tabs. This is crucial for the "Class Count" column to operate correctly.	
4) If you notice a student who has an incorrect homeroom/team on the Alpha Roster tabs, please fix it. Likewise, if you have a new student, please insert a row to type in the new student's information (this is the homeroom teacher's responsibility).	
5) There will be two PDF rosters: 1) by homeroom teacher and 2) by tutorial teacher. These rosters will be uploaded to the KMS Tutorial folder by 7:45 AM on Tuesday. The first PDF will tell you where your homeroom students are going for tutorials. The second PDF will tell you which students are coming to your tutorial session (this list will be sorted alphabetically by core teacher first, then encore teacher).	

		Encore PLC Rotation	
		1) Music + Art	
The primary purpose of Tutorials is to provide Tier 2 support for students who need help mastering essential standards or to provide academic enrichment opportunities for those who have mastered the essential standards. Tutorials are NOT to used as ICU. Tutorials address the SKILL, not the WILL.		2) PE	
		3) SPED	
Types of Tutorial Sessions			
CLOSED- core session: A closed core session contains students who are chosen based on specific learning targets. PLCs "draft" students for closed sessions. Class size 10-15 students.			
Examples: Finding Main Idea; Analytical Response Writing; Division of Fractions; Civil Rights Vocabulary Front Load; Spanish Accent Mark Practice; Analysis of the Skeletal System; Rational Number Operations			
OPEN or CLOSED encore session: An encore session contains students who are chosen for enrichment or additional practice according to their extracurricular expertise. Class size is 25-30 students.			
Examples: Orchestra 7th/8th grade ensemble practice; Advanced Indo Board Basketball Skills; Health Club Review; Career Development 4 year HS plan			
OPEN core session: An open core session contains students who have not been chosen for closed sessions but could benefit from additional lessons/practice on a specific topic or could benefit enrichment activities. Teams place "undrafted" students into open sessions. Class size is 25 - 30 students.			
Examples: Jim Crow Enrichment; DNA Extension Lab; Analyzing data from graphs practice; Debate; Acting out a Hero's Journey; Human Impact on Erosion Extension; Gizmo Charts and Graphs Enrichment; Equate: Equation Solving Activity			
OPEN assigned session: An open assigned session contains students who have not been chosen for closed sessions but are chosen by Teams for a specific need or purpose. Class size is 25 - 30 students except for counselor's help (small group of ~5 students who need intensive support on life skills).			
Examples: Make-up testing; No Red Ink (grammar practice); Counselor's Organizational Help			
Steps for Teachers:			

- Determine essential skills you plan to review, front load, or enrich on the Tutorial day in your PLC time.			
- Determine which teachers will offer Open or Closed Sessions in your PLC. -Keep in mind that there should be a balance between Open and Closed among teachers (three teachers teaching one content area should realistically offer two closed sessions and one open session).			
- Each week, it will either be Core Priority or Encore Priority. This determines who gets to "draft" the students first.			
Example Tutorial Drafting Process:			
- Thursday(the week before Tutorials): core teachers will draft students into a closed session during their PLC time.			
- Friday (the week before Tutorials): encore teachers will draft students into their closed session.			
- Monday (the week of Tutorials): core teachers will "clean-up" any undrafted students into an open session or open-assign session during their Team time.			
- By the end of the day Monday, every student should be drafted and have a place to go for Tutorials on Wednesday.			
- Tuesday during Advisory, teachers will inform students of the Tutorial they are to attend and make certain they write this in the planner.			

Grade	Team		Subject & Description	Open/Closed	Class Count
6	6A	Blake (102)	Microscopic Samples Extension (Jaguars only- 28 max)	closed	26
6	6A	McDowell (101)	Summarizing (front loading)	Open	18
6	6A	Eckert (103)	Order of Operations	closed	15
6	Paws	Gooch (109)	reading stratagies for sci/method	closed	12
6	Paws	Teague (105)	Run-on and sentence variety	closed	19
6	Paws	Reynolds (107)	Locker Problem - Extension		24
6	Pumas	Mallow (108)	Reading strategies with parts of an experiment(CER)	closed	12
6	Pumas	McMichael (104)	Spooky Short Stories (Enrichment)	Open	25
6	Pumas	Rambo (106)	Distributive Property	Open	22
6	Pumas	Dassing (206)	Evidence - Citing evidence to support a claim (history m	open	12
6	Cubs	Pierce (110)	Supporting a claim with science evidence	open	12
6	Cubs	Lancaster (115)	Thinking while reading	Closed	16
6	Cubs	Harwell (113)	Deciphering Math Word Problems	closed	16
6	Cubs	Gabbert (117)	Code of Hammurabi Court Cases - Enrichment	open	5
6	Reading	Wallace (317)	Thinking while reading	Closed	18
7	Panthers	Vaccaro (111)	STEM Problem Solving	Open	8
7	Panthers	VanAllen (116)	Catagorizing and sorting details	Open	16
7	Panthers	N.Horschig (112)	Fractions Enrichment	Closed (30)	28
7	Panthers	J.Melson (114)	Geography Enrichment	open	10
7	Wildcats	C.Melson-Gray (312)	Run-on Sentences	open	18
7	Wildcats	Allred (310)	How to solve fractions	closed	20
7	Wildcats	Miller (314)	Latino Influence in American Music Extension	open	8
7	Cheetahs	Harrison (311)	Experimental Design - Building a Rube Goldberg	open	24
7	Cheetahs	Le.Taylor (316)	Sentence Structures	open	21
7	Cheetahs	Phair (313)	Adding and Subtracting Fractions	closed	24
7	Cheetahs	Oller (315)	Geography Enrichment	open	1
8	Silver	Linton (308)	Extracting Evidence for CERs	closed	15
8	Silver	Newberry (302)	Correcting Run-ons	closed	15
8	Silver	Hullett (304)	Desmos Laser Angle Challenge Enrichment	open	28
8	Silver	J.Horschig (306)	Debate/Trial	open	28
8	Blue	Williams (309)	Forensic Science--CSI--Enrichment	open	19
8	Blue	Easterling (303)	Sentence Formation	closed	10
8	Blue	Grant (301)	I Love Reading Books Enrichment	closed	21
8	Blue	Crouch (305)	Explaining in ACE	closed	11
8	Platinum	Eggleston (307)	Forensic Science--CSI--Enrichment	open	22
8	Platinum	Brooks (202)	Solving Equations front-loading	closed	19
8	Platinum	Reese (201)	Explaining in ACE	closed	13

ENCORE (Drafts Friday)

Grade	Team	Teacher (Room #)	Subject & Description	Open/Closed	Class Count
6,7,8	PE	Sherman (Gym)	Movement skills	open - 25 max	24
6,7,8	PE	Alexander (Gym)	Lifetime activities	open	25
6,7,8	PE	Dotson (Gym)	Lifetime activities	open	16
6,7,8	PE	Yurwitz (404 computer lab)	Read Theory	open 25 max	10
7,8	Fuel Up To Play	Anderson (214)	Fuel Up to Play	Closed	31
6,7,8	Art	Beilby (212)	PLC		0
6,7,8	Music	Moore (Band Room)	All-Region Tutorials	Closed	38
6,7,8	Music	Parmain (Choir Room)	PLC		0
6,7,8	Music	Mabry (Orch. Room)	All-Region Tutorials	Closed	9
6,7,8	Language	Tomlinson (204)	ESL Tutorial	closed	5
8	Language	Saavedra (205)	Reading Conferences	closed	10
6,7	GT Reading	Brooks (209)	Logical thinking (enrichment)	open	17
6,7,8	CTE	Cooper (213)	STEM challenge-Halloween Maze	Closed	25
7,8	CTE	Friesen (402)	No Red Ink (28 max)	open	19
7,8	CTE	Powell (Red Lab 401)	7th- Input/ Output with Ozobots	Closed	26
6,7,8	SPED	McCraw-Hummer (207)	OFF		0
6,7,8	SPED	Dunn (318)	Structures Reading Intervention	Closed	2
6,7,8	SPED	Li.Taylor (118)	Coteach with 6th ELA	Closed	0
6,7,8	Library	Yates (Library)	Silent Reading (limited to 30 students)	Open	30
6,7,8	Library	Davis (Library)	Make-up testing	Open	0
6,7,8	Counseling	Hastings (Coun.Office)	Reading Enrichment	open	23
6,7,8	Counseling	Johnson (Coun.Office)	Reading Enrichment	open	14
6,7,8	Office	Morris (211)	Math Enrichment	open	13

Name	Grade	Team	Homeroom	Core Choice	Encore Choice
Adams, Nivontaih	6	6A	Blake, Anna	Teague (105)	
Andrade, Miguel	6	6A	Blake, Anna	Lancaster (115)	
Branham, Ivan	6	6A	Blake, Anna	Lancaster (115)	
Brock, Joshua	6	6A	Blake, Anna	Rambo (106)	
Carranza Aldape, Natasha	6	6A	Blake, Anna	Harwell (113)	
Carranza, Richard	6	6A	Blake, Anna	Wallace (317)	
Carrasco, Elizabeth	6	6A	Blake, Anna	Blake (102)	
Cooley, Kyleigh	6	6A	Blake, Anna		Alexander (Gym)
Corcoran, Colton	6	6A	Blake, Anna	Rambo (106)	
Delgado, Maximiliano	6	6A	Blake, Anna	Blake (102)	
Fox, Mason	6	6A	Blake, Anna	Blake (102)	
Gandhi, Jai	6	6A	Blake, Anna	Reynolds (107)	
Girenko, Stella	6	6A	Blake, Anna		Cooper (213)
Hines, Seth	6	6A	Blake, Anna	Wallace (317)	
King, Dalton	6	6A	Blake, Anna	Rambo (106)	
Lopez, Briseis	6	6A	Blake, Anna		Brooks (209)
Mandujano, Magali	6	6A	Blake, Anna	Blake (102)	
Montelongo, Luis	6	6A	Blake, Anna	Blake (102)	
Perez Rojas, Angel	6	6A	Blake, Anna	Teague (105)	
Proctor, Landon	6	6A	Blake, Anna		Brooks (209)
Thompson, Abigail	6	6A	Blake, Anna	Blake (102)	
Vite, Pedro	6	6A	Blake, Anna	Blake (102)	
Watson, Jacob	6	6A	Blake, Anna	Blake (102)	
Whitacre, Katherine	6	6A	Blake, Anna	Reynolds (107)	
Wittmer, Hayden	6	6A	Blake, Anna	Blake (102)	
Almaraz, Abril	6	6A	Eckert, Alyssa	Reynolds (107)	
Cash, Graycen	6	6A	Eckert, Alyssa		Dotson (Gym)
Dyer, Jackson	6	6A	Eckert, Alyssa	Teague (105)	