



Brecksville-Broadview Heights PSO Council Meeting Minutes

November 5, 2015

PSO Council is a meeting for sharing information and learning about our schools and our district. We encourage you to engage in responsible conversation and healthy discussion on issues to promote better education for children. Personal agendas are not welcome at Council. We will gladly direct you to the appropriate resource to help you after the meeting. Please respect each person's time on the agenda.

PSO Council President, Megan Sarfi called the meeting to order at 9:32am. The pledge of alliance was said. The meeting was adjourned at 10:26am

Welcome	Good morning, the pledge of allegiance was said. Please help yourself to some refreshments.	
OFFICERS		
1st Vice President- Holly Long & Karen Mitchell	No Report	
2nd Vice President- Rita Miller	Yuletide Hunger will run from 11/2-12/4. The community sort will be on 12/7 3-8p at Blossom. See the PSO newsletters for more details.	
Recording Secretary- Sue Nall	Please sign in. Reminder that the PSO recording secretaries need to remind PSO volunteers, committee chairs & the board to track their volunteer hours. I will need each schools total hours at the beginning of May to report to the School Board & for tax purposes.	
Corresponding Secretary- Jennifer Schneider	The Council monthly communication goes out on the 1 st of the month.	
Treasurer- Joanna Hamilton	Balance as of September 30, 2015	\$3691.99
	<u>Deposits</u>	\$2100.99
	<u>Disbursements</u>	(\$639.33)
	Balance as of November 5 , 2015	\$5153.65
President- Megan Sarfi	<ul style="list-style-type: none"> • Call to order and Pledge of Allegiance • Welcome • Just a reminder that there will not be a December PSO Council Meeting. Next meeting is January 7, 2016. • 1st Vice President – Holly Long / Karen Mitchell • 2nd Vice President – Rita Miller • Recording Secretary – Sue Nall • Corresponding Secretary – Jennifer Schneider • Treasurer – Joanne Hamilton 	

President's Report:

- There *will not be a December PSO Council Meeting*. Next meeting is January 7, 2016.
- Nominating committee for Council will comprise of the 1st Council VP plus the council delegates from each school.
- Nominating committee for each school should be selected at their November meeting.
- Timing:
 - 1st Nominating Committee meeting should be held in January/February
 - Present slate at March meeting
 - Voting in slate at April meeting
 - Induction of officers at the May meeting

PSO High School Board

- President – Nuvia Martin / report by: Lottie Kraguljac
- 1st VP, Cheryl Priest
- 2nd VP, Jennifer Schneider
- Honorary Vice President, Joe Mueller
- Treasurer, Lottie Kraguljac

Administrative Staff – Please try to keep reports to 3 minutes.

- Superintendent – Scot Prebles
- Director of Human Relations – Brian Wycuff
- Treasure/CFO – Rick Berdine
- Director of Business Services – Chris Coad
- Director of Curriculum and Instruction. Maggie Niedzwiecki
- Coordinator of Community Relations – Cathy Harbinak
- Director of Pupil Services – Gina Symsek
- Board of Education – Debbie Bernauer
- CAPA Coordinator – Kelly Lazar

Principals and PSO Unit Presidents

- High School – Joe Muller, Lottie Kraguljac
- Middle School, Todd Rings, Jennifer Dzina, Julie Guardado
- Central School – Chris Hartland, Michelle Banks, Jill Gerber
- Hilton – David Martin, Janelle Henning
- Chippewa – Beverly Champers, Kelly Petros
- Highland Drive, Eva O'Mara, Jill Gerber, Rachelle Ruesser

Committees and Representatives

- Athletic Boosters, Beth O'Donnell
- Band Boosters, Michele Mihalic
- Orchestra Boosters, Melissa Rohrer
- PACE, Open
- QUEST, Maria Hearn
- Schools Foundation, Lila Tamulewicz
- Vocal Music Boosters, Barb Diver

New Business

Upcoming Events:

Nov 2 – Dec 5: Yuletide Hunger
Nov 6 – Central PSO meeting
Nov 10 – Hilton PSO meeting
Nov 11 – Highland & Chippewa PSO meeting
Nov 12 – Middle School PSO meeting
Nov 13/14 – HS Fall play -
Nov 23 – BOE meeting

Superintendent- Scot Prebles	Not Present
Board of Education- Debbie Bernauer	Not Present
Director of Human Resources- Brian Wycuff	Not Present
Treasurer/CFO- Rick Berdine	Not Present
Director of Business Services- Chris Coad	Not Present
Director of Curriculum and Instruction- Maggie Niedzwiecki	<ul style="list-style-type: none"> • 2 testing times coming up in December for American Government classes & 3rd grade language arts (online) • 1st Robotics tournament 11/14 at the High School
Coordinator of Community Relations- Cathy Harbinak	<ul style="list-style-type: none"> • 3 sitting School Board members were re- elected. • Thank you for the grass roots efforts. The Governor is supposed to be signing to re-institute 96% of the personal property tax coming back to the District. • Working with an outside vendor on development of new website. Beta site will be ready in the next few weeks. If you are interested in viewing it contact Cathy. • School Calendar for next year will be presented to the Board at the December meeting. It will be available after that.
Director of Pupil Services- Gina Symsek	Not Present
CAPA Coordinator- Kelly Lazar & Dr. Carla Calevich	Not Present
PRINCIPALS AND PSO UNIT PRESIDENTS	
High School- Joe Mueller Principal & Jaci Owens Guidance Counselor	<p>The first quarter is in the books! We are Rolling! Here is the link to my updated web page (please share, Thank you): https://www.youtube.com/watch?v=rdi_Pj7JAj8</p> <p>Here is our update:</p> <ul style="list-style-type: none"> • Gallery of Achievement was a huge success. The Sophomores were present & this is always an important event for them to see. • Congratulations to Ben Good, % '16, our only Cross Country State Qualifier! Ben will run Saturday. PR, Ben! • Parent-Teacher Conferences are Thursday (tonight)(11/5) from 4-7PM. • Report Cards were sent home on Friday 10/30. We are sharing info on our on-line report cards. • We recently recognized our National Merit Scholars for the Class of 2016 at a Bd. of Ed. Mtg. We have 10 commended and 3 Semi-Finalists in the % '16. They are all outstanding! We are so proud of them all! • STEM News - We continue to pursue robust Science and Math experieinces for our students. Our AP Chemistry classes will visit Lubrizol labs on 11/9; our AP Environmental Science students will visit the Perry Nuclear Power Plant on 11/13; Our "CyberPatriot" students will compete in the Pentagon's National Security competition, and we will send District teams to NASA Young Astronaut Day (YAD) this weekend. • Robotics Tournament - Our BBHHS Vex Robotics Team#2011 will

	<p>host our 1st ever Robotics Tournament on Saturday Nov.14th. Competition Begins @ 9AM, with more than 40 teams competing. Please "spread the word!"</p> <ul style="list-style-type: none"> • Fall Play - "The Great All-American Musical Disaster" will be performed on Fri & Sat, 11/13 & 14 @7PM. Pre-sale (at school) \$5, \$8 @ door. • MIM Show Choir Festival - Tuesday 11/24 @7PM. MIM/Commotion and 5 area Show Choirs will perform to kick off Thanksgiving week! All Tickets \$5. • Our AM announcements are on-line. Here is the link: https://www.youtube.com/channel/UC6096Ww025LQo6MCaBw1B6Q • DATA Update - We continue to build very informative "Data Folders." We have a "warehouse" of data by test, student and teacher, and will continue to use this information to inform students, families and ourselves about our current realities, as well as what to do about each student's "data set." We have recently added the AIR/PARCC, AP, and ACT Aspire results to our files. • SL Cheer Competition - Was held Monday 11/2 @ BBHHS. This was our first opportunity to host a League event. • Jaci presented on Naviance College & Career Readiness. Naviance is a tool for communication with the students. Messages can be sent to parents & students. There is a free ACT prep resource too. Also has tools to virtual college tours, scholarships etc • The Debate team scored 3rd & a student received a perfect score on his informative presentation! • High School Play The Great All American Musical Disaster- 11/13 & 11/14 • Follow us on Twitter @_BBHHS, or visit our web page. • Happy Thanksgiving! See you at one of our many events! GBED!
HS PSO- Nuvia Martin	No Report
Middle School Principal- Todd Rings	<ul style="list-style-type: none"> • Our PSO just held a successful 6th grade "Monster Mash" last Friday after school. It was a well attended event. Thanks to all the volunteers that either chaperoned or brought food donations for the event. The next group up is our 7th grade students who will have their canteen on November 20th from 3 - 4:30pm with a glow theme. • We had a motivational speaker come into our school for an assembly where he talked about things that students can do to get parents and teachers off of their backs, by making good choices instead of making bad choices. Dr. Mike utilized audience participation throughout the assembly and the kids and staff enjoyed the assembly. We have completed another successful fall sports season and students are starting to tryout and practice for our winter sports programs. • From November 16-20th, we will be having our annual yuletide hunger drive, where we will ask students to bring in canned food or monetary donations to help support families in our communities during the holiday season. Our parents and kids have been very supportive of this initiative in the past and hope they will be this year as well. • Our 8th grade students will be selling Peterson's nuts to help reduce their cost for their Washington DC trip. Students will receive 50% of the money that they sell which will go directly to their individual costs for the DC trip.
MS PSO- Jennifer Dzina	No Report

Julie Guardado	
Central School Principal- Chris Hartland	<ul style="list-style-type: none"> • Technology Integration has become a top priority at Central School! Students at both grade levels now have full time, classroom access to web based activities that enhance student learning and boost productivity. • Over the summer, brand new class sets of Chromebooks were delivered to every 5th grade classroom. • Technology Integration Wednesdays. On Wednesdays, Mr. Joe Butler, Central School Media Specialist, leaves the media center (LRC) and travels into the classrooms to assist teachers with projects that require the use of technology. Mr. Butler team teaches these lessons with the classroom teachers and provides whatever level of assistance required to facilitate the use of online applications such as Google Docs, Slides, and Sites. • Over the course of the first quarter, the Integration Day calendar has been consistently full, with Mr. Butler visiting every classroom at Central School at least once. • Fourth grade students are just finishing a social studies based slideshow that focuses on the positive and negative effects of modifications that humans make to the environment. • In fifth grade, every student also created a slideshow. They were required to create 12 slides filled with information about how energy flows through an ecosystem. Students customized their slides with carefully selected fonts, colors, and themes as well as appropriate pictures and videos. This project based model will be continued throughout the year as new projects are developed to support grade level curriculum and increase technology proficiency • Ohio's State Tests measure student progress toward Ohio's Learning Standards. They help us make sure every Ohio student receives a high-quality education. Student test results show that students have the knowledge and skills they need to move successfully to their next steps in education or a career. Students in grades 4 or 5 will take Ohio's State Test in English Language Arts and Mathematics. Fourth graders will also take a test in social studies, while fifth graders will be tested in science. Each test will be approximately three hours (180 minutes) and will be divided into two parts. Our District has chosen to break each test into two 90 minute sessions. Tests will be completed on-line at Central School. <p>TENTATIVE TESTING DATES: Grade 4 4/18 & 4/19 ELA, 4/25 & 4/26 SS, 5/2 & 5/3 Math Grade 5 4/20 & 4/21 ELA, 4/27 & 4/28 Science, 5/4 & 5/5 Math</p>
Central PSO- Michelle Banks Melissa DeTray	<ul style="list-style-type: none"> • Family Activities: Central Fall Fest was held on Sunday, October 18th at Mapleside Farm. Many of our Central families got to enjoy a reduced admission rate to partake in the pumpkin festival at Mapleside Farms. November 12th is our Parents Night Out which will be at the Peppermill in Brecksville. This is not a fundraiser event, but a fun evening out with other fellow Central families to enjoy food and beverages. The PSO also funded a DJ for the evening along with some free door prizes and a mystery envelope game. We will also have a 50/50 raffle. • Book Club: Their first meeting was Wednesday, November 4th. We have about 40 kids signed up so far. The kids were able to choose a book from the <i>I Survived</i> series, written by Lauren Tarshis. Mr. Butler, our Media Specialist, helps the Book Club with their quarterly reading selections. The kids were very engaged in the small group discussions and activities based on the book. Several parent volunteers were involved. • Science Club- They will meet on Dec 2nd. • Young Astronauts Day: Central School was again selected this year to attend Young Astronauts Day at NASA Glenn Research Center for a day of Stem competitions in 4 different categories. The PSO held a lottery for interested applicants and the students were required to write three lines about why they want to attend Young Astronauts Day. From that lottery a group of 12 students from the 4th and 5th grade were selected to attend the event along

	<p>with 4 parent chaperones.</p> <ul style="list-style-type: none"> • <u>Holiday Celebration Week:</u> Our second annual Holiday Celebration Week will take place from December 14 – December 18th. This celebration week was started last year and it was such a hit that we decided to host one again this year. It will be a week of festive, holiday activities for Central School students and staff. We will have a Candy Cane Day (all students and staff receive a candy cane), wear red and green day, holiday hat day (students can wear a holiday hat with a \$1.00 donation which will go to the local food bank). We have also arranged for the High School singing group, Music in Motion, to come and perform during the 5 lunch periods on Dec. 16th for all of the students to enjoy while eating their lunch. We will also be conducting a Box Tops Contest the first two weeks of December that will conclude on Dec. 11th with the winners announced on December 16th. For every 50 box tops a student turns in on a special, holiday collection sheet we've prepared, they will be entered into a contest to win either a giant wrapped gift, or a mystery envelope. The large wrapped box will be displayed in the glass case in the main hallway to get the kids excited about submitting their Box Tops. We will have two prize winners. • <u>Fundraiser Update:</u> We are wrapping up our Tri-C catalog fundraiser. All catalog sales orders are being distributed on November 10th. Our profit from the catalog sale was \$10,280.00. We also received another \$520.00 in direct cash donations, for a total of \$10,800.00. This was down slightly from last year's profit of \$11,200.00, but we were satisfied with our fundraising results since we also have a smaller student population this year than last year. This will be our only major fundraiser of the year. We will continue to run contests for our Box Tops program to raise additional funds. We also continue to run our store programs, such as, Giant Eagle's Apples for Education, and Heinen's Teaming Up for Education, as well as, Labels for Education. • <u>Membership Update:</u> We have a total of 245 members of which: Staff- 38, Family- 121, Single - 86. Our budget goal was to raise \$1,500 in membership dues this year. We have surpassed that number and currently are at \$1,830.00 in membership dues so we are quite happy with the results of our fall membership drive. Our staff memberships have more than tripled in the last 2 years that I have been Co-President at Central School and we hope to continue to foster those good relations with the teachers and staff at Central School. • <u>Central's November PSO Mtg.:</u> Central's PSO Meeting is set for Friday, November 6th. We will be seeking nominees for our Central School Nominating Committee, as well as our Gifts & Goals Committee. <p>We will not have a December Meeting, but instead are having our annual Central School PSO Brunch at Creekside Restaurant in Brecksville on December 4th.</p>
Chippewa Principal- Beverly Chambers	<ul style="list-style-type: none"> • Otis Lennon testing for second grade students completed this week at 3 elementary schools • *Halloween Candy Collection Drive being organized by Mr. Day...collecting surplus candy to donate to the Veterans' Hospital • *Yuletide Hunger Drive starting the first week of November for the district • Open House...Book Fair...October 15 were well attended. Thanks to everyone for their support. • Schools Foundation Representatives will be coming to every school to celebrate the grantees. It's a big secret as to the recipients are. • Composting is coming to the Chippewa cafeteria...thanks to our PSO! Giving the second and third grade students the pre-test this week and will begin the project in November in our cafeteria starting with fruits and vegetables. The composting machine is ready to go!
Chippewa PSO- Kelly Ely & Denise Gawlik	<p>Membership:</p> <ul style="list-style-type: none"> • Current number of PSO members: Total membership is 151, which includes 32 staff. Our official membership drive ended on 10/31 and the winning class will be having a pizza party with Mrs. Chambers.

	<p>Events:</p> <ul style="list-style-type: none"> • Book Fair / Open House was held on October 15th. Many families stopped by the gym before and after attending the open house to purchase the latest offerings from Scholastic. • Chippewa is sending a team of 12 students (2nd and 3rd graders) to participate in NASA's Young Astronaut Day this Saturday, November 7th. They will have a full day of fun hands-on STEM activities. • We are taking donations for the Yuletide Hunger Program from Nov. 2nd – Dec 4th. Chippewa is assigned snacks and dental hygiene. • Chippewa will be holding a Science DZ on Nov. 18th. The topic is weather and we are currently seeking out parent volunteers to work with the students at each station. • Holiday Shoppe is scheduled for 2 days this year at Chippewa: Friday evening, Dec. 4th and Saturday morning, Dec. 5th. Last year's Holiday Shoppe was very popular and therefore quite busy! Thus, we will offer two days to our families with the goal of making the shopping experience more efficient and fun! • Our next PSO meeting will be held on Wed, Nov. 11th at 7pm. We are encouraging parents who work during the day to attend this evening meeting and catch up on happenings around Chippewa.
<p>Highland Drive Principal- Eva O'Mara</p>	<ul style="list-style-type: none"> • Highland Drive is piloting using the old fashioned plastic lunch trays and finding that the process has reduced waste by half. We are optimistic that we can get even better and will be visiting programming at Old Trail to see how they incorporate their land lab and vegetable growing into daily lunches. • Grade 3 working on preparing for the ELA AIR assessment in December 8 & 9 • Grade 3 is beginning their preparations for the Winter Musical...scheduled for the Middle School on December 3 and December 1 for Highland
<p>Highland PSO- Jill Gerber Rachelle Reusser</p>	<ul style="list-style-type: none"> • No Fuss Fundraiser- Our goals was \$10,000, we are currently at \$8,400. Currently reviewing ways to get to our goal • Elf Shop/Book Fair- Coming up on December 5th • Membership- Staff- 39 (\$220.00), Single 28 (\$140.00), Family 94 (\$940.00) Total 161 (\$1300) • Kalahari- 29 rooms booked, so that is \$290 to the PSO. Next Family Kalahari night is February 11, 2016 • Our next Highland PSO meeting is next Wednesday 11/11/15. Ray Cervenka, 2nd grade teacher at Highland will be presenting on school safety.
<p>Hilton Principal- David Martin</p>	<ul style="list-style-type: none"> • Very successful annual fundraiser at Fun 'n' Stuff (Mr. Martin scored a personal best in laser tag with 29,650 points, and won three games!). Huge "shout out" to the Deb Kuscevic, the Hilton Fundraising Committee, Hilton PSO, volunteers, parents and students on making this year's fundraiser so successful! • Thanks to the Board of Education on allowing Hilton students to Trick or Treat through their facility on Friday (10/30). • Four more students (one from each grade level) were chosen on Thursday (10/29) for Hilton's monthly Random Bee Buck Drawing (October). Hilton students earned over 1,500 Bee Bucks in October! • Classrooms made their annual "Share-crows" in October from totally recycled materials. Stop by and take a look! • We're gearing up for our parent-teacher conferences on Nov. 12 & 19 for Hilton and CXhippewa and on November 5 and 12th for Highland Drive • Science STEM/Discovery Zone on Friday (11/6) - topic: weather • Third Grade Reading Test - Dec. 8 & 9.
<p>Hilton PSO- Janelle Henning (Melody Davies reported)</p>	<p style="text-align: center;"><u>Major Accomplishments and Events Upcoming</u></p> <ol style="list-style-type: none"> 1. <u>Fun N Stuff Fundraiser</u> –Our "Fun-Raiser" event at Fun N Stuff was again a success. We exceeded our fundraising goal, and are in good shape for our planned budget for the year. Families enjoyed a fun night out on Oct 15th.

	<p>2. <u>STEM</u>: We are looking forward to our first Science DZ event this Friday, and preparing for our popular STEM Family Math Night Lego Event on Friday November 20th. We are also looking forward to working together with Highland Drive and Chippewa this year to coordinate our Science DZ events with the help of Cathy Roderick.</p> <p>3. <u>Halloween "Jam"</u>: Thanks to Cathie Zelinsky and her team for putting on a great event for the students on Friday, Oct. 30th at the school gym. Costumed students and parents danced the night away to a fun DJ and enjoyed face painting and other activities.</p> <p>4. <u>Evening meeting</u>: We are again offering an evening PSO meeting next week (Nov. 10th, 7pm at Hilton) to accommodate our working families. This has been well attended the last couple of years we have offered it, and we are appreciative of the high school volunteers who will be offering babysitting for parents who couldn't otherwise attend.</p> <p style="text-align: center;">Goals</p> <p>1. <u>Simplify!</u> Our theme for this year as a PSO is to keep things simple but awesome. Working on minimizing volunteer "fatigue" for events and school activities.</p> <p>2. <u>Habitat</u>: An ongoing goal of the Hilton PSO this school year will be to evaluate and implement a long-range plan for the Hilton Habitat. The PSO will work closely with the Hilton Staff to creatively brainstorm how to move forward with the Habitat to match volunteer availability and interest with usefulness for the school community.</p>
COMMITTEES AND REPRESENTATIVES	
Schools Foundation- Lila Tamulewicz	<ul style="list-style-type: none"> School Foundation has a position available for Chair or Co-Chair of the Beach Ball. This person should have large event or party planning experience. The event is already planned and the committees already have chairs. The Beach Ball is March 12, 2016. THIS IS A PAID POSITION! Anyone interested or seeking more information contact Lila Tamulewicz at lilait@sbcglobal.net or 440-868-1570. This is the 10th Anniversary of the Beach Ball. The SF will consider using Winspire for auction items. Winspire allows groups to purchase large trips/opportunities and auction them off at events. Might be something the PSO could look into as well. Schools Foundation Grants for the 2015-2016 have been approved! Schools will be notified within the next few weeks! There was a strong influence on STEM because of the quality of those applications. \$200 was donated to the BBHCSD Gallery of Achievement from the SF. Harlem Wizard tickets will be forwarded to the PSO from the SF for a possible fundraiser. The tickets are free to the PSO then they can choose to sell them if they would like. Past experience have shown that doing the flat fee is better instead of a percentage for the tickets.
Orchestra Boosters- Melissa Rohrer	No Report
Vocal Boosters- Barb Diver	Show choir festival 11/24 at 7p- 5 visiting show choirs along with ours perform. February- Ticket to Broadway Pancake Breakfast March 12 th ?
Band Boosters- Michelle Mihalek	Citrus Sale continues next delivery is December. You can also opt to have your order donated to needy families. Friday 1/20 our Jazz ensemble will be playing with the Cleveland Jazz Orchestra.
Athletic Boosters- Beth O'Donnell	Not Present
STEM Coordinator- Cathy Roderick	Not Present
QUEST- Maria Hearn	<u>No Report</u> <u>QUEST:</u>

	<p><i>- QUEST is an informational and networking group for parents of children with special needs in the district. We hope to have a parent support meeting this school year.</i></p> <p><i>- If any families have any questions, please contact Maria Hearn by email at jtmfh@yahoo.com</i></p>
PSO Representative to the Safety & Security Committee- Jill Gerber	No report

Dates to Remember

11/23- Board of Education Meeting
11/25-11/29 THANKSGIVING BREAK

NO DECEMBER PSO COUNCIL MEETING
12/14- Board of Education Meeting
12/19- 1/3 WINTER BREAK

1/7- PSO Council Meeting 9:30a

PSO Council Meeting November 5, 2015

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- Welcome
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- 1st VP, Cheryl Priest
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PSO Council Meeting

November 5, 2015

Please Sign In

Rita Miller



Joanna Hamilton

Holly Long

Sue Hall

Shayenne Uhler



Jamie Bindra

Ronda Ormac

Barb Diver

Kim Policarpo

Kelly Petros

Michelle Banks

Karen Mitchell

Jill Geber

Janette Henning

Julie Guardado

Eva O'Mara

BRECKSVILLE-BROADVIEW HEIGHTS COUNCIL OF PSO'S
TREASURER'S REPORT
NOVEMBER 5TH, 2015

Balance as of 9/30/15	\$3,691.99
Deposits	\$2,100.99
Disbursements	
-Quick Books Online Fee	\$33.57
-New Check Order Fee	\$30.24
-Constant Contact	\$190.00
-Calendar Postage	\$385.52
Total	\$639.33
Balance as of 11/5/15	\$5,153.65

Brecksville-Broadview Heights High School

Naviance College and Career Readiness Timeline



Grade 9	Grade 10	Grade 11	Grade 12
Get registered on Naviance	Update profile and contact information in Naviance	Update profile and contact information in Naviance	Update profile and contact information in Naviance
Orientation to the features of Naviance	Complete "Strengths Explorer"	Complete resume and upload in Naviance	Update resume in Naviance and share it with teachers and counselors.
Set long term goals for education and life after high school in "Success Planning"	Review and update the "Career Interest Profiler"	Start autobiographical sketch.	Complete autobiographical sketch and share it with teachers and counselors.
Complete "Career Interest Profiler"	Add/update Careers and Majors	Add/update majors, careers, and colleges in "Colleges I'm Interested In"	Add colleges to "Colleges I'm Applying to" link
Look up salary and education requirements for identified careers	Watch career video	Complete "Super Match College Search"	If applying to a Common App school, link Naviance and Common App accounts
Explore Naviance on their own	Set up a PrepMe account.	Watch a college video	Request transcripts and teacher recommendations
Receive information from School Counselor via email.	Receive information from School Counselor via email.	Check back often for college visits at BBHHS and register in Naviance	Check back often for college visits at BBHHS and register in Naviance
		Complete PrepMe ACT	Continue PrepMe ACT as needed
		Receive information from School Counselor via email.	Update college acceptances and final choice.
			Senior Exit Survey
			Search for Scholarships
			Receive information from School Counselor via email.

Section	Features
Colleges I'm Thinking About	<ul style="list-style-type: none"> • Displays a list of colleges student is interested in, along with application deadlines, expected difficulty, and student's level of interest. • Students can add colleges to the list on this page
Colleges I'm Applying To	<ul style="list-style-type: none"> • Displays a list of colleges student is applying to. • Includes the Common Application FERPA release. • Lets students share progress of application and application status. • Displays list of teacher recommenders and the status of the recommendation letter. • Student can indicate which college he or she is attending.
Visit Schedule	<ul style="list-style-type: none"> • Displays a list of upcoming visits a student has said they'll be attending. • Displays a list of the upcoming college visits that have been scheduled. • If a student has signed-in, they can click on a visit to indicate that they will be attending.
College Match	<ul style="list-style-type: none"> • Use one or more of three criteria (historical application data, universal overlaps, or Active Match) from your school to match students with colleges within a certain range of that student. Students can adjust the risk level to get safety and reach schools.
College Compare	<ul style="list-style-type: none"> • Compare a list of colleges using the average test scores and GPA for students that were accepted in the past from your high school. • If a student has signed-in, it will automatically overlay the student's scores and GPA against the averages for each college and provide a color-coded comparison.
College Lookup	Look up colleges by name, by alphabet, by state or by country.
College Search	<ul style="list-style-type: none"> • An advanced college search that gives students the option to search based on multiple factors weighted by importance by the student. • Searches can be saved and brought up again.
SuperMatchTMCollege Search	<ul style="list-style-type: none"> • A new college search that utilizes a "fuzzy" approach to ranking the students preferences. • It provides not only a list of schools that match the students needs perfectly, but the student will also see the ones that come close. • Searches cannot be saved at this time.
College Resources	<ul style="list-style-type: none"> • Displays a list of other web-based resources related to colleges and financial aid.
College Maps	<ul style="list-style-type: none"> • Select a map from the list of all colleges with application data for your school. • Displays maps of colleges from common lists like Ivy League or Common Application.

About Me

Section	Features
Surveys	<ul style="list-style-type: none"> Displays list of surveys student should take.
Favorite Colleges	<ul style="list-style-type: none"> See "Colleges I'm Thinking About" for features
Favorite Careers & Clusters	<ul style="list-style-type: none"> See Career Planner section for details
Personality Type	<ul style="list-style-type: none"> Shows results of "Do What You Are" assessment. Displays lists of careers and majors that match student's personality and interest.
Learning Style	<ul style="list-style-type: none"> Allows student to take an inventory to determine learning style Report is printable.
Resume	<ul style="list-style-type: none"> Student can build and edit a resume according to a template. Create unlimited printable resumes.
Game Plans	<ul style="list-style-type: none"> Surveys students about their post-secondary goals Can be accessed by a counselor in the student folder
Documents	<ul style="list-style-type: none"> Access to documents added by counselors in Document Manager Documents can be for all students or an individual student.
Journal	<ul style="list-style-type: none"> Students can write journal entries. Journal entries can have documents attached. Journal entries can be shared by counselor
Checklist	<ul style="list-style-type: none"> Plan milestones created by counselors made into a checklist Student can mark items as completed
Completed Surveys	<ul style="list-style-type: none"> Displays list of surveys student has completed Student can access results of a completed survey
Profile	<ul style="list-style-type: none"> View and edit personal profile and parent information.
Account	<ul style="list-style-type: none"> Students can change password Students can change username
Test Scores	<ul style="list-style-type: none"> Students can enter and edit test scores.