

Parents:

- Provide emotional, philosophical and academic support to students by:
 - Showing interest in their students' schoolwork
 - Providing students with a time and a place to study
 - Insisting that students do their homework and class assignments
- Attend AVID functions and activities
- Advise and assist their children to develop responsible decision-making

College/University:

- Provides motivational/informational speakers
- Promotes a mentor program
- Allows for an exchange program with professors of college freshman-level classes
- Provides opportunities for AVID students to attend speaker days at the college
- Expedites AVID students' college application and financial aid papers
- Includes AVID students in Summer Bridge programs
- Tracks AVID students throughout their freshman year and gives tutorial or social-emotional support if needed

Community:

- Supports the goals of the program
- Positively reinforces the importance of education
- Shares information about various career options
- Provides summer apprenticeships and internship

Vice Principal:

- Supports AVID by giving it a high priority in development
- Schedules AVID as a regular school elective class to facilitate student access
- Assigns a course number to the AVID class so that students receive appropriate credit
- Maintains AVID class size so it is comparable to any academic class size at the school
- Provides common prep periods, if possible, for coordinator and subject area teachers on the AVID Site Team

Counselor:

- Ideally, is the same person for all AVID students during the course of their high school experience
- Works closely with AVID Coordinator to develop plan for articulation and recruitment
- Promotes AVID as an elective and counsels students and parents on overcoming obstacles and breaking stereotypes
- Refers students to program coordinator to initiate selection process
- Facilitates registration of AVID students into rigorous courses with appropriate teachers
- Confers with AVID parents and students to plan long term college prep course of study, including information about the application process for college and financial aid procedures
- Communicates on a regular basis with coordinator/teachers/parents regarding progress of AVID students
- Visits classrooms of subject area teachers to monitor student needs
- Establishes links with counselors at other sites and grade levels to develop articulated courses of study for students
- Participates in AVID activities, such as field trips, parent meetings and Site Team

AVID Coordinator:

- The AVID Coordinator is a strong student advocate who is committed to the philosophy of AVID, including the support for equity and access for all students to advanced classes
- Leads the building of an active, participatory AVID Site Team
- Provides the leadership for the development and maintenance of an active Site Team
- Acts as the liaison between the Site Team, principal and Regional/District Director
- Acts as the liaison with the principal, AVID counselor and AVID teachers
- Oversees and is responsible for Certification and Data Collection, including engaging the members of the Site Team in the collection of evidence and providing data
- Collaborates with different sites and grade levels to articulate the curriculum and activities of AVID
- Advocates and provides staff development regarding AVID methodologies for other staff members of the school and district

Site Team Activities and Responsibilities

We cannot overstate the importance of the Site Team. AVID is most effective at those sites that have active, interdisciplinary Site Teams that meet regularly to focus on the achievement of the AVID Mission and implementation of the AVID Essentials. Site Team members contribute to the implementation and growth of AVID in three critical ways:

1. **Site Team members model the use of AVID instructional methodologies in their classes. Site Team members utilize WICR (writing-to-learn, inquiry, collaboration, and reading-to-learn) and organizational strategies (notebooks, time management, etc.) with all their students.**
2. **The Site Team works with the AVID elective teacher/coordinator to implement the AVID Mission and Essentials, taking responsibility for the eventual certification of the AVID Program at school.**
3. **Site Team members accept responsibility for overseeing various AVID efforts, events, and projects, including but not limited to:**
 - Recruiting and selecting students
 - Conducting parent orientations and workshops
 - Collecting and analyzing data
 - Planning
 - Representing AVID to other decision-making bodies at the school
 - Providing information about AVID to their own departments
 - Organizing field experiences for AVID students
 - Recruiting and training tutors
 - Scheduling motivational speakers
 - Facilitating faculty-student discourse regarding teaching and learning
 - Preparing students for rigorous coursework
 - Ensuring student access to rigorous coursework