

April 2017

SUN MON TUE WED THU FRI SAT

						1
2	3 March Timesheets due/ Placement Test Prep Starts	4	5 March Web Attendance & Class EFL Excel reports due	6	7	8
9	10	11	12	13	14 College Closed	15 College Closed
16	17	18	19	20 DC Resource Fair 10 am-1 pm	21	22
23	24	25	26	27	28 Staff Dev 1-4 pm DC 120	29 End ACR Spring Semester
30						



Academic & Career Readiness

April is the start of the 90 day window for testing; post-tests given during this time may roll over to pre-tests in the new program year, which begins in July.

Academic & Career Readiness

1247 Jimmie Kerr Road
Graham, NC 27253
(336) 506-4376 phone
(336) 506-4168 fax

May 2017

SUN MON TUE WED THU FRI SAT

	1 Start Summer I April Timesheets Due; Career College graduation 5:30 pm	2	3 April Web Attendance & Excel reports Due	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 1 pm Graduation Practice	19 7 pm Graduation Lamb's Chapel	20
21	22 ACC summer hours begin	23	24	25	26	27
28	29 Memorial Day College Closed	30 Placement Test Prep starts	31			



Academic & Career Readiness

Who Gets What?

Cathy Jordan x4383
Timesheets & Sign-in sheets

Mairit Dunn x4015
Change of Information and class registration forms

Melba Aguirre x4382
Intake packets, LEIS forms, Transfer & dual requests, progress testing follow-up forms

Betty Justice x4377
Dropped & completed folders with follow-up forms, no show folders

June 2017

SUN MON TUE WED THU FRI SAT

				1 May Timesheets due	2	3
4	5 May Web Attendance Due Placement Test Prep Starts	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 End ACR Summer I June Timesheets due	



Academic & Career Readiness

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Our program year and our fiscal year end on June 30th. All progress testing must be completed on or before that date!

Please submit June timesheets on your last day of class this month, and no later than June 30.

July 2017

SUN

MON

TUE

WED

THU

FRI

SAT

						1 Start ACR Summer II
2	3	4 College Closed	5	6 June Web Attendance & Excel reports due	7	8
9	10 Placement Test Prep Starts	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Academic & Career Readiness

New LEIS forms for 2017-2018 should be coming soon to a mailbox near you :)

All students need LEIS forms completed for the new program year which starts July 1!!!

Please send completed forms to Melba Aguirre.

August 2017

SUN	MON	TUE	WED	THU	FRI	SAT
		1 July Timesheets due	2	3 July Web Attendance due	4	5
6	7 Placement Test Prep starts	8	9	10	11 ACC Summer hours end	12 End ACR Summer II
13	14 No ACR Classes; Staff Dev 5:30-8:30 pm	15 Start ACR Fall Semester	16 Aug 1-14 Web Attendance & time-sheets due	17	18	19 Saturday Curriculum classes begin
20	21 Curriculum Classes begin	22	23	24	25	26 ESOL 01 Training at ACC
27	28 Career College begins	29	30	31		



Academic & Career Readiness

Did you know?

NCCCS now requires that 75% of our instructors be credential. We would like to have 100% achieve this goal!

Beginning this month, ACC will be hosting onsite training through the year to help our instructors become credentialed. We will host ESL trainings as well as a new hybrid Core credential which involves 2 face-to-face training days with hybrid classes in between. Please visit nccommunitycolleges.edu and follow the links to the training calendar for College & Career Readiness to register for these & other sessions ASAP!

September 2017

SUN MON TUE WED THU FRI SAT

					1 August 15-31 Timesheets due	2
3	4 Labor Day College Closed	5 August 15-31 Web Attendance & August EFL Excel Due/ Placement Test Prep	6	7	8	9
10	11	12	13	14	15 ESOL 03 Training at ACC	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



Academic & Career Readiness

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September is National Literacy Awareness Month. Thank you for all you do to help adult literacy students in our program!

October 2017

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 September Timesheets Due Placement Test Prep starts	3	4 September Web Attendance & Excel Reports Due	5	6	7
8	9	10	11	12	13 ESOL 04 Training at ACC	14
15	16	17	18	19	20	21
22	23 Curriculum Fall Break begins	24	25	26	27	28
29	30	31				



Academic & Career Readiness

Have you completed
NC Core Credential
Training or ESOL
Training?

Check out
abspd.appstate.edu
for more infor-
mation and for
great resources to
use in your class-
room!

November 2017

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
			1 October Timesheets due	2	3 October Web Attendance & Excel reports due	4
5	6 Placement Test Prep starts	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22 No ACR Classes	23 College Closed Thanksgiving Day	24 College Closed	25 College Closed
26	27	28	29	30		



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requests, progress testing
follow-up forms

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forms, no show folders

December 2017

SUN MON TUE WED THU FRI SAT

					1 November Timesheets Due/Core Hybrid starts	2
3	4 Nov Web Attendance Due/ Placement Test Prep	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19 Last day ACR Fall classes	20 December Timesheets, Excel & Web Attendance due	21	22 ACC Closes at 5 pm	23 College Closed
24 College Closed	25 College Closed	26 College Closed	27 College Closed	28 College Closed	29 College Closed	30 College Closed
31 College Closed						



Academic & Career Readiness

****Take note: December Timesheets, Excel Sheets, and Web Attendance are due on December 20th!****



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January 2018

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
	1 College Closed	2 No ACR Classes/ Staff Dev 1-4 pm	3 ACR Spring Begins	4	5 December <u>online</u> Web Attendance due	6
7	8 Curriculum Classes begin	9	10	11	12	13
14	15 MLK Day College Closed	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



Academic & Career Readiness

Happy New Year!

January often brings wintry weather. Please remember to sign up for the ACC alerts to find out about college closing and delays for any reason. Visit the Public Safety page on ACC's website, alamancecc.edu

February 2018

SUN MON TUE WED THU FRI SAT

				1 January Timesheets due	2	3
4	5 January Web Attendance & Excel reports due	6	7	8	9	10
11	12	13	14	15	16 ACC Core Hybrid cohort last day training	17
18	19	20	21	22	23	24
25	26	27	28			



Academic & Career Readiness

Don't forget to visit our department's Moodle page for Academic & Career Readiness information, forms, resources, etc.

March 2018

SUN MON TUE WED THU FRI SAT

				1 February Timesheets due	2	3
4	5 February Web Attendance & Excel reports due	6	7	8	9	10
11	12 Curriculum Spring break begins	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 College Closed	31 College Closed



Academic & Career Readiness

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Need help with lesson
planning?
Commoncurriculum.com is
a great resource.

Don't forget to include
Adult Education Content
Standards—available on
nccommunitycolleges.edu
and contextualize your
lessons to connect to
careers and the “real
world!”

April 2018

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28 End ACR Spring Semester
29	30 No ACR Classes Staff Dev 9 am- 12 noon					



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May 2018

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6	7	8	9	10	11	12
13	14	15	16	17 Graduation Practice 1 pm	18 Graduation Ceremony	19
20	21	22	23	24	25	26
27	28 Memorial Day College Closed	29	30	31		



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June 2018

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 End ACR Summer I June time- sheets due



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July 2018

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



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