



## Learning Support Syllabus 2025-2026

Mr. Ng

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*"Tell me and I forget. Teach me and I remember. Involve me and I learn."* - B. Franklin

The emphasis of this course will be placed on familiarizing yourself and implementing the skills required to be an effective learner. **Executive Functioning Skills (EFS)** are the tools that will help you recognize how you learn. Through lessons, activities, reflections and support you will build, strengthen and understand your own unique learning style.

Executive Functioning Skills include:

- Organizational skills and attitudes towards work
- Attention
- Communication
- Planning and goal setting
- Perseverance and maintaining focus
- Flexibility and "thinking outside-of-the-box"
- Time Management and self-control
- Working Memory
- Metacognition or "getting to know oneself"

### Class Structure

Each block will be structured so that you will have time to work on material from your academic classes, as well as strengthening your EFS. If you do not have homework you will be expected to review concepts learned in recent academic classes.

*10 minutes* – Skills Instruction – You will be learning about a particular executive functioning skill with direct teacher guidance

*5 minutes* – Goal Setting – You will be setting an academic goal for yourself that you will work towards achieving by the end of LAC class.

*30-40 minutes* – Work on academic work with 1-to-1 staff support available

*5 minutes* – Self-Reflection – Complete self-assessment as part of your daily goal

## Course Expectations

### Students:

- Students will be receptive and utilize various learning strategies presented throughout this course
- Students will use their time in LAC wisely
- Students will attend class and participate in all classes and group discussions
- Students will be expected to come prepared to class with writing instruments and paper in a three ring binder
- Students will demonstrate a positive and inclusive attitude towards fellow students, educational assistants (EAs) and teachers
- Students will support and encourage the development of their own and others learning processes through a positive learning environment

### Teacher:

- Teacher will support students with all of their academic goals
- Teacher will present strategies and skills that will be beneficial to every students learning needs
- Teacher will help students find their voice and advocate for them as needed
- Teacher will include students in goal creation for their education plan

### Agenda /Planner

**Each student is expected to bring an agenda or planner to class.** This is necessary to keeping on top of each of your class' academic requirements. I will be checking agendas each week of class and you will be assessed on whether you are routinely recording homework and planning for long-term assignments. *Agenda checks will be included in your assessment.*

### Assessment

Each term your grade will be based on your individual achievement and daily performance with the Executive Functioning lessons and activities. Activities and lessons will be based on the following criteria:

**Organization** – *Time Management, Planner/Agenda System*

**Planning** – *Goal-Setting*

**Self-Regulation Skills** - *Self-Advocacy, Perseverance & Persistence, and Emotional Management*

**Thinking & Reflecting** - *Self-Assessment, Development of EF Skills, and Transfer Skills*

### How to Find Me

I'm available to be reached digitally via MS Teams as 'Anthony Ng' as well as through my email at [ang@sd44.ca](mailto:ang@sd44.ca). My classes are often in Room A316 or E206 so I can also be called through the school telephone directory in an emergency at 604-903-3700. I can be physically reached inside the school either during morning tutorial time from 8:40-9:10am every weekday in Room E507, at lunch in Room E507, as well as after 3pm on certain days. For after-school times, it is best to set up a meeting time prior to the date you would like to meet because I may have meetings or prior engagements and thus be unavailable on certain dates.

**LAC is an elective. If class-time is not used appropriately, then LAC will not help you build your learning skills. If you do not use your class-time wisely, we will need to find another strategy to assist with the building of Executive Functioning skills.**



## Parents & Guardians

Please review the LAC course outline with your parents or guardians and return this to me with both of your signatures to confirm that you agree to follow class guidelines. If you or your parents have any questions or concerns, please let me know!

Student Name: \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent /Guardian Signature

If you need to contact me with any questions or concerns, please e-mail me at [ang@sd44.ca](mailto:ang@sd44.ca) or send me a direct message through MS Teams.

**Parents and Guardians:** So we can keep the lines of communication open and effective, I would appreciate you letting me know who the main contact is for your child, along with your phone numbers and e-mail. Thank you.

Parent / Guardian Name: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Evening Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_