

ATTACHMENT E



MARGARET IRELAND CAMPUS

Memorandum

October 9, 2009

To: Staff Members

From: Henry Pettiegrew, Assistant Principal

Reason: Village Achievement Program (VAP)

Congratulation staff members, you have been selected to participate in a unique program designed to enhance student success. Margaret Ireland Campus is committed to improving student achievement through personal outreach. We believe that one person really can make a difference in a child's life.

On Wednesday, October, 14 2009, we will be implementing our **Village Achievement Program**. You will be assigned students to mentor, with a focus on: attendance, behavior, communication, motivation, listening, etc. The program's objective is to improve students' self-esteem, behavior, attendance, and academic performance by providing them with a mentor who can serve as a nonjudgmental caring friend, and a positive role model. Mentors are encouraged to establish boundaries and are also urged to be cautious as to how much they get involved in the child's life outside of school hours. Please be advised that mentoring is not a replacement for mental health counseling.

Please contact your assigned students and begin to discuss possible goals toward their growth and success. Research indicates that a student who is at risk makes significant improvements in school when connected to a caring and supportive adult within that environment.

We will provide you with the necessary forms to track student progress. If you have any concerns or questions please see Mr. Pettiegrew or Dr V.

“One of the most wonderful things we see now in adulthood is that these children really remember one or two teachers who made the difference. They mourn some of those teachers more than they do their own family members because what went out of their lives was a person who looked beyond outward experience, their behavior, and their oftentimes unkempt appearance, and saw the promise”.

—*Emmy Werner, coauthor of Overcoming the Odds: High-Risk Children from Birth to Adulthood, 1992*

xc: Mrs. Harris



Margaret Ireland Campus
VAP Mentor Activity Report



Month: _____ Year: _____

Mentor: _____ Student: _____

Issues of a confidential nature should not be address on this form: Please contact Ms. White for information and/or assistance.

Activity	Week 1	Week 2	Week 3	Week 4
Number of Phone Contacts				
Number of E-mail Contacts				
Number of Personal Contacts				

Total number of hours spent this month on mentoring activities:

(This box should include an approximate amount of time spent during phone conversations, e-mails, and in person.)

During this month, please check the appropriate box that best describe your mentee’s motivation in the following areas:

	Increased	No Change	Decreased	Don’t Know
Grades/School Performance				
School Attendance				
Time Management Skills				
Self-esteem				
Confidence				
Communication with Adults				
Willingness to Accept Responsibility				

Please describe any activities you and your mentee have been involved in this month.

Describe any major obstacle that came up in the relationship. Explain how it was handled.

Any additional comments (i.e., topics of discussion, questions the student might have asked, etc.)?

Submit this form to Ms. White

Margaret Ireland Campus
Village Achievement Program

VAP



What is a Mentor

A mentor is a positive role model involved in a one-on-one supportive partnership with a student. The partnership is based on trust, focuses on the needs of students, and encourages them to develop their fullest potential. (California Mentor Resource Center, 1996). While a mentor is a number of different things—a friend, a coach, a motivator, an advisor, and a teacher—there are certain roles that a mentor does not play. It may be helpful to remember that a mentor is not a parent, a social worker, a playmate, a financier, or a professional counselor. (Smink, 1999).

Mentoring Guidelines

- Engage in a positive relationship
- Spend time with the student.
- Create clear boundaries – group rules in/out of group
- Discuss students' short and long term goals
- Identify students' strengths
- Listen, Listen, and Listen
- Provide leadership
- Be a positive role model
- Reinforce/celebrate student successes
- Help the student problem solve
- Challenge the student to do better when necessary
- Advocate for the student when necessary
- If they are not in school, find out why



White House

The Plain Dealer | Breaking news: cleveland.com

A4

First lady, staffers to mentor young women

KATHERINE SKIBA
Tribune Washington Bureau

WASHINGTON — First lady Michelle Obama — and some of her Chicago “sisters” in the White House — today will launch a first-of-its-kind mentoring program with about 20 high school girls from greater Washington.

As the first anniversary of

President Barack Obama’s election nears, it’s the first lady who is making history now. Call this chapter “Girl Power.”

Observers say her leadership and mentoring initiative, which debuts in the State Dining Room, has not been done by a first lady before. It will see Mrs. Obama — and White House staffers including Valerie Jarrett, Tina Tchen, Susan Sher and

Desiree Rogers, Chicagoans all — act as mentors to high school juniors and sophomores.

Jarrett is a senior White House adviser.

Tchen leads its public liaison office. Sher is the first lady’s chief of staff. Rogers is her social secretary.

The proteges were chosen by area high schools, the Girl Scouts and military families, in-

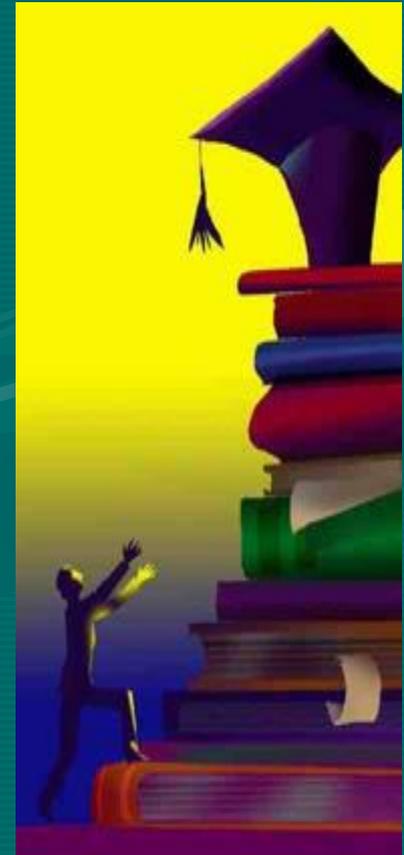
cluding Gold Star families who have lost a loved one, said Catherine McCormick-Lelyveld, Mrs. Obama’s spokeswoman.

A similar initiative for young men is coming later, she said.

Tchen, an attorney from Chicago long active in politics, said the leadership and mentoring program builds on a “Women of Excellence” event at the White House in March.

VAP Goals

- *To keep students in school*
- *Increase self-esteem*
- *Improve attitude toward school*
- *Improve attendance*
- *Improve behavior*
- *Improve academic performance*



Mentor Dos

Appreciate any growth.

Praise the student when deserved.

Ask questions and obtain information.

Share with the student and communicate.

Be punctual.

Be a good role model.

Follow the rules of the school and program.

Show attention and concern. Be a friend.

Show that you recognize the student's values and lifestyle.

Strive for mutual respect.

Come prepared.

Be honest.

Mentor Don'ts

Don't think you are going to change overnight.

Don't judge the student or his/her family.

Don't forget that a positive and nurturing relationship is built on trust.

Don't forget communication means listening too.

Don't be late and disappoint a student that's counting on you.

Don't exhibit poor language or dress inappropriately.

Don't allow students to talk you into things that you know are against the rules.

Don't try to be a parent.

Don't try to impose your beliefs or values on a student, but demonstrate your values.

Don't settle for rudeness.

Don't come without a plan.

Don't think a student can't spot insecurity.

Student Personal Data Form

- Name: _____
- Date of Birth: _____
- Address: _____
- Home Phone #: _____
- Personal Phone #: _____
- Email Address: _____
- Favorite Food: _____
- Favorite Color: _____
- What I Enjoy Doing The Most: _____
- What I Dislike Doing: _____
- My goal(s) for the present is/are _____
- My goal(s) for the future is/are _____
- The thing I fear the most _____
- If I had one (1) wish, it would be: _____
- Share one (1) thing that no one knows about you _____
- _____
- _____

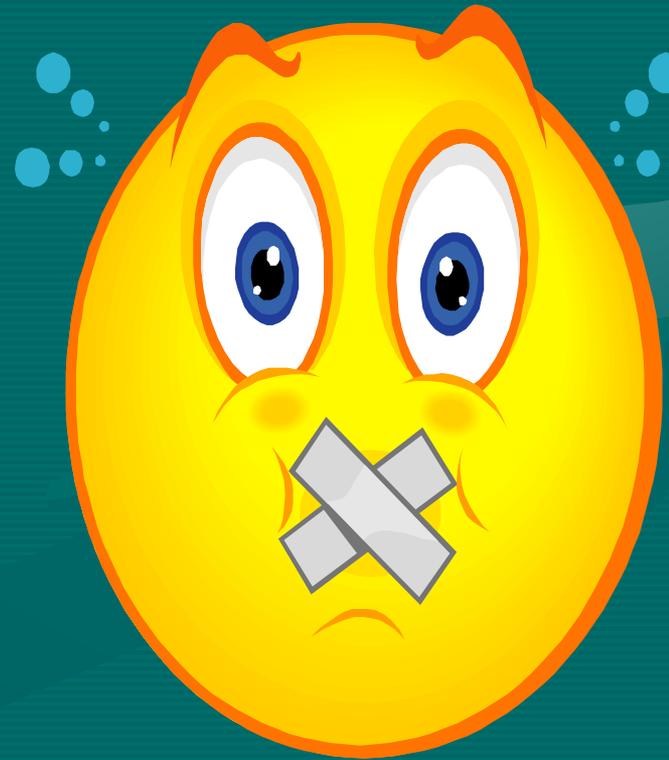
Confidentiality

- Entrusted with the confidence of another; secret.
- One of the building blocks of a healthy and trusting relationship



When Should Confidentiality Be Broken?

- Do no harm
- Abuse
- Neglect
- Self Injurious behavior
- Due Diligence



VAP Mentor Activity Report

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Total number of hours spent this month on mentoring activities:

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Information Mailed



Good Mentoring!

