Recruitment Plan/Retention Plan 2018-2019

Waterford Mott High School

Successes:

- The Wayne State University, College of Nursing C2 Pipeline Program developed an MOU with Corsair Robotics 2612 to increase student participation in both programs. Attendance increased from September 2017 to April 2018, with a total of 21 participants.
- The Wayne State University, College of Nursing C2 Pipeline Program developed an MOU with Waterford Mott DECA. Attendance increased from December 2017 to March 2018, with a total of 12 participants. This was run by our program staff member Nancy Haller.
- The Wayne State University, College of Nursing C2 Pipeline Program developed a joint relationship with Waterford Mott Video Game Club to increase the student participation in both programs. Attendance increased from March 2018 to May 2018, with a total of 15 participants.
- The Wayne State University, College of Nursing C2 Pipeline Program developed a joint relationship with Waterford Mott After School Math Center.
- New administration team, Principal, Dean of Students, and Waterford School District Superintendent are supportive of the C2 Pipeline Afterschool Program, by attending special events (Principal Round Table Meetings, and including C2 Pipeline Program in school announcements to students.)
- The College and Career Coordinator, Camille Retford, continues to be a strong advocate for the program.

Barriers:

- Current program structure, Career Pathways, conflicts with meeting the 31/30 goal. The current structure support students interest by attending on only the days that support their interest.
- Students lack transportation afterschool and need to ride the Waterford School District bus transportation in order to get home.
- Competing with other afterschool activities, sports, drivers training and students working to support family.
- MOU’s conflicted, Robotics students were unable to participate in daily C2 Pipeline activities, due to meeting off site for robotics. Thus, attendance was low for other enrichment activities.

School Resources:

- Administration
- Day School Teachers
- School Counselor
- College and Career Coordinator
- Use of Waterford Mott Cafeteria
- Use of the Computer Lab
- Use of room 217 for C2 Pipeline Program
- Mistar.oakland.k12.mi.us
- Access to student records.

Other School Resources (OST):
- Oakland Livingston Human Service Agency
- Unique Food Management

Solutions to Barriers:

C2 Pipeline and WMHS will find ways in which to support the goals of Waterford Mott and C2 Pipeline. The students attending Waterford Mott need academic support to achieve their goals of success. C2 Pipeline Program offers an hour of academic support four days a week for enrolled students. This would increase the number of C2 Pipeline students and support student academic success, meeting both goals. In April of 2018 C2 Pipeline created a connection with Waterford Mott’s Math Center in order to provide academic support to both C2 Pipeline students and the Waterford Mott student population.

Continued discussion on ways in which to get the word out to students and families regarding the C2 Pipeline Summer Camps. For example, including a link to Waterford School District website, attending the 9th grade orientation, attending the college fair, attending the elective fair, and adding C2 Pipeline to the school’s auto call list, to inform families on C2 Pipeline happenings.

Future plans for Recruitment/Retention for Waterford Mott High School and C2 Pipeline for the 2018/2019 Academic Year include a STEM family day hosted by C2 Pipeline, and Lights on Afterschool.

Integration with School day:
- Classroom visits
- Staff Meeting
- Principal Meeting
- List of teacher contacts
• Mistar
• Meal Preparation, ordering, record keeping for C2 Pipeline and Waterford Mott High School

Integration of Youth Council and Site Advisory Board:

The C2 Pipeline has an active Youth Council that assists with recruitment efforts for the program, selecting enrichments to support student career interest, planning for Lights on Events and speaking to parents during WMHS Parent/Teacher events.

The Youth Council President and Vice-President will sit in on the Site Advisory Board Meetings.

Jason Riggs, WMHS Principal

Carla Carlton, WSU C2 Pipeline Site Coordinator
Recruitment Plan/Retention Plan
2017-2018

School Name: Clintondale High School
Site Coordinator: Sonja Beasley-Hall

2017-2018 Summary:

1. Successes: During the 2017-2018 Program Year the Wayne State University C2 Pipeline program was very successful in meeting the 31/30 Michigan Department of Education mandate before December 30, 2017. The success of this mandate was greatly in-part to the Memorandum of Understanding that was forged between the WSU C2 program, Principal Cargill, and Mr. Schindler; Athletic Director. The partnership agreement was that all students who participate in sports are to attend the C2 after school program; due to this partnership not only was the C2 program able to meet the 31/30 mandate, but it allowed for a strong Average Daily Attendance of 77 in the first semester of the program year. There was also more teacher buy-in during the 17-18 PY; especially with the 9th grade science teacher who allowed for the Site Coordinator to do class presentations during the first weeks of school in order to promote the program and to invite those students who are not a part of a sports team to join C2. Due to this day school relationship there have been more students in the enrichment hour this program year than any other year. The program also saw success with the Football Team making All Academic during their season. Senior William Bakeman was quoted as saying, “Thank you Mrs. Hall, I know that without this program we would not have made it”. Although, there were many successes there were also some barriers.

Barriers: During the 2017-2018 Program Year we saw a definite trend of students who dropped out of the WSU C2 Pipeline program between sports seasons. Due to this action the average daily attendance dropped down from 77 to somewhere in the fifties (50); this also negatively affected the number of 90-day students. According to the 21st Century Community Learning Centers Leading Indicator Report the percentage of 90-day students was 7% (the same percentage was found in the Michigan 21st Century Community Learning Centers 2016-2017 Site Data Tables). The cause for the drop was due to students feeling as though they had the option to drop or to continue. This was the trend from Football Season to Basketball Season to Track Season.

2. School Resources:
   - Administration
   - Coaching Staff
   - Science Teachers
   - Attendance Office
   - St. John’s Clinic
   - Website/Marketing
   - Building and Grounds
   - Access to One-to-One technology with Chromebook Carts

3. Other School Resources (OST)
   - Food Service (Aramark)
   - Alumni Committee
   - Optimist Club

4. Solution to Barriers: During a recent meeting with Principal Cargill we discussed some ways to meet those students that are transitioning from sport season to season where they are; literally. It is a common trend that after the football season that there is a fundraising event for two weeks for the basketball team in the form of open gym. This time not only allows for fundraising to take place but, it also allows for those student who are competing for a spot on the basketball team to condition and to be scouted. It is the plan of the C2 staff to prepare STEM related activities and healthy snacks to engage...
students during the two week layover to the start of the next sport season. The C2 staff will relocate during this time outside of the gym; setting up tables to present STEM Activities for two-weeks which will highlight the various C2 enrichments. This time will allow for further recruitment efforts to go forth as well as, to allow for those students who are consistent participants of the program to engage on hands-on activities and to present hands-on activities (for community service hours).

5. **Recruitment Plan:**

**Activity 1: Annual Open House Outreach Event/Community Outreach Event.** Annually, before the end of the school year the C2 Pipeline program partners with the district to help stuff book bags that include C2 Pipeline literature and applications. These book bags are delivered to the homes of the incoming freshmen class. The goal is to knock on the door of as many as possible to pass out the book bags and to share the information; it is also a great time to answer any questions about the program. There is also an Annual welcome back to school event where all programs that are in partnership with Clintondale High School set up tables and have literature and activities made available for those who gather to learn more about the program.

**Activity 2: Marketing (Mailings, Marquee, Website, and Robocall).** Every year information regarding the C2 Pipeline program is placed on the district website and the parent Facebook page. All information in regards to summer camps is placed on the Marquee. Any information that is need of being sent out to a large group of potential C2 Participants is done through Robocall or mass mailings.

**Activity 3: Feeder School Outreach-Clintondale Middle School.** It has been the practice of the C2 Pipeline Coordinator to make contact with the 8th grade students in the Middle School wing in order to inform them about the C2 one-to-two-week Day Camps at WSU. There is a partnership with the school counselor in the middle school who assists in spreading the word about the Day Camps.

**Activity 4: Parent Teacher Conferences.** The Site Coordinator is present at the Parent Teacher Conferences in order to engage with the current parents of C2 Pipeline participants and to also reach out to those parents who may not have heard about the program. During the Parent Teacher Conferences there is literature about the program on the table, a scrolling picture gallery of summer camp activities, and various hands-on activities that parents can do with their students in order to get a feel for some of the enrichments their students will be involved in.

6. **Integration with School Day:**
   - Staff meetings
   - Principal meetings
   - Classroom Visits (September, January, April)
   - Access to Power School
   - List of teachers Websites, Blogs, and Edmodo
   - Teacher emails

7. **Integration of Youth Action Council AND Site Advisory Board:** According to the 21st Century Community Learning Centers Leading Indicators Report a reported 11% stated that they had the opportunity to participate in Youth Development and 34% stated that they did not have the opportunity for governance, decision making, and choice. Due to this the Wayne State University CHS Youth Action Council (YAC) has weekly meetings every Monday from 3:00 pm to 4:00 pm in order to discuss site issues and to come up with planning for the year and the next programming year. The YAC also researches cost and educational benefits for all field trips. They are being trained to follow the Boy Scouts of America Post call to order, agendas, and minute taking process. The YAC President, Vice-President, and the Secretary will sit on the Site Advisory Board for the C2 CHS committee; the committee is still being formed (in need of parent and community member). The expected date for a fully formed and functional Site Advisory Board is set for April 27, 2018.

8. **Time Line:**
   ***Timeline (Note some of the activities in the Timeline have previously occurred):***
   - Open House: September 13, 2017
   - Meetings with Principal: Monthly (on Tuesday’s or Wednesday’s at 10:00 am)

Data taken from the 21st Century Community Learning Centers Leading Indicators Report.
Data take from the Michigan 21st Century Community Learning Centers 2016-2017 Site Data Tables.
Data taken from 2017-2018 Program Improvement Plan.
- Meetings with Food Service Bi-Weekly or As Needed
- Meeting with Attendance Secretary for Grades:
  - October 13, 2017
  - December 20, 2017
  - February 2, 2018
  - March 6, 2018
  - April 20, 2018
  - May 25, 2018
  - June 16, 2018
- Parent Teacher Conferences:
  - November 16, 2017
  - January 2018
  - March 15, 2018
- Youth Action Council Meetings
  - March 5, 2018 – May 28, 2018
- Site Committee Meetings
  - April 26, 2018
  - May 24, 2018
- Classroom Visits (Recruitment for Program Year and Summer Camps)
  - September 2017
  - January 2018
  - April 2018
- Intramural C2 Pipeline Activities—Sports Season Transition To Start in the 2018-2019 PY
- Football to Basketball transition—November
- Basketball to Track and Baseball transition—March

Signature(s):

Site Coordinator: Sonja Beasley-Hall

Date: 3/23/18

Principal: Meloney Cargill

Date: 3/23/2018
Warren Mott High School

Implementation and Recruitment Plan for 2018-2019

At Warren Mott High School, we noticed that it is a challenge to keep regular attending students due to other available after school program opportunities. Warren Mott offers a wide range of choices from sports, tutoring and bands. This affects the attendance, grades, and lesson engagement. Some students that stay after school sign up for more than one club/organization. Having only a handful of students makes lesson engagement challenging. It is important for us to get our numbers up. So we have discussed pairing with other programs, such as tutoring and sports teams (football and basketball).

On the other hand, we are very successful in providing a safe and supportive environment for the students. We know that we have the support of the school if any serious behavioral issues arise. Students also develop positive relationships with other students and the staff. Also, we give students the nourishment that they need. Healthy food choices that are offered include milk, salads, and fruit. It's a plus that students are able to eat during our program.

We are very grateful to be able to use two rooms for our enrichment. When we have enrichments that require a lot of space, we will use the South House Conference Room. If we need computers, we will have the Computer Lab 200, which is right next door. Even though our students complete their homework in the conference room, they will still have the opportunity to use the computer lab as well.

Next year, more teachers will know that we have a STEM lab (especially science teachers). If next year, the STEM Lab workers are available to come out to Warren Mott they will be made aware of that too. C2 Pipeline staff will be responsible for knowing what the students will be learning in class. We will use our weekly meetings to discuss that and see how we can incorporate it into our upcoming lessons.
c. Keeping program information current
d. Obtaining a list of possible classes from teachers and students

8. Integration of Youth Council and Advisory Board:
   a. Club meeting at least 4 times a year
   b. Seminar for Youth Council and Advisory Board
   c. Youth Council plans a “super activity”
   d. Youth Council will complete 6 hours of community service
   e. Advisory Board has Youth Protection training

9. Timeline:
   a. September to November:
      i. Printing and distributing C2 registration forms
      ii. Send home “welcome to our program” letters to parents
      iii. Voting for Youth Council Members
      iv. Students choose enrichments
      v. Promotion at Open House and Parent/Teacher Conferences
      vi. Meetings with staff members
      vii. C2 partners with other afterschool programs
   b. December to February:
      i. Printing and distributing C2 registration forms
      ii. Students choose enrichments
      iii. Meetings with staff members
      iv. Youth Council plans special events for students
      v. Youth Council creates promotional flyers
      vi. Invitation to parents to be a guest speaker or volunteer
   c. March to June:
      i. Promotion at Parent/Teacher Conferences
      ii. Students choose enrichments
      iii. Summer camp promotion
      iv. Students/Youth Council plan field trip
      v. Marauders Showcase promotion for the following year
      vi. Meetings with staff members

Overnight 10/11
Day: 9-11
8-11
Responsibilities of the Advisory Board members:

- Attend 4-6 meetings
- Plans activities for meetings
- Have 5 registered leaders
- Youth Protection Training

Responsibilities of the Youth Council members:

- Plan recruitment event in September/October
- Distributing C2 Pipeline registration forms
- Scheduling and attending meetings
- Community Service
- Promotion of C2 Pipeline program
- Plans a “super activity”

Ms. Ewing and I had a meeting to discuss the Implementation and Recruitment Plan for the 2018/2019 school year.

[Signature]

Interim- Principal, Mr. Meengs