



**School District of Palm Beach County  
Picower College Success Program  
Commitment to Participate In FY08**

**Picower College Success Program General Overview**

The Picower College Success Pre AP and AP Program, funded by The Picower Foundation, provides added support to schools to implement rigorous and compelling curricular offerings that spur advanced academic success for all students. This program will service 10 secondary schools (5 high schools and their primary feeder middle school).

These are the services that this program provides:

- Staff development through College Board Pre-AP workshops (seven workshops)
- Stipend for College Success Program Site Coordinator (high school)
- Stipend for College Success Program Guidance Counselor (high School)
- CollegeED curriculum for the middle schools
- College Success Class curriculum for high schools with a mentoring component
- Stipend to pay for the mentoring component
- PSAT for 9<sup>th</sup> grade in one high school.
- SAT online in one high school

**Advanced Placement Certified High Schools**

The process of participating in the College Success will assist schools in becoming an Advanced Placement Certified High School.

**Your school will be expected to:**

- Promote the Picower College Success Program to all teachers and administrators in your school.
- Solicit the cooperation of one of your primary feeder middle schools
- Designate one staff member to be the Picower College Success School-based Coordinator. A \$2,500 stipend will be paid by the Picower grant. Position responsibilities are outline in Appendix A.
- Designate one Guidance Counselor to be the Picower College Success Guidance Counselor. A \$1,000 stipend will be paid by the Picower grant. Position responsibilities are outline in Appendix B.
- Encourage participation in the Pre-AP and AP workshops. A minimum of three participants per Pre AP and AP workshops for all Picower sponsored workshops.
- Provide/include an AP Family night for all community/family members (may be in conjunction with Financial Aid night).

- Provide the district Picower Organizational Specialist with all requested reports/data, workshop participant names as requested meeting all deadlines.
- High schools will participate in a Picower College Success Program Class (yearly elective) to incorporate a College Mentoring (Appendix C) program as set forth by the Curriculum Specialist at each high school (mentor to begin second semester FY08);
- Middle schools will participate in College Success Skills class through a “wheel” elective incorporating the CollegeED program into one nine-weeks for 8<sup>th</sup> graders the first year, all 8<sup>th</sup> and 7<sup>th</sup> graders the second year, and all students grades 6-8 the third year;
- Review and update the master schedule to include increased AP courses/sections yearly utilizing the AP Potential Report;

**Application Process:**

- Fill out the attached application.
- In the Identified need and Implementation Plan include:
  - The demographics of you school that would need assistance in accelerating college and post high school success
  - Identify the possible feeder school and any plan you have for collaboration of the College Success Program
  - Possible implementation model for the College Success Class
  - Detail plans on how to include the College Success Class in your master schedule
  - Indicate how you will utilize AP Potential to promote the increase of AP sections and the increase of underserved populations
  - How you will utilize SAT Online or SAT Coach in the instructional day
  - Plans you have to included and build capacity with parents.
- Job descriptions for the stipend positions are attached.



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Please complete and return to: The Department of Safe Schools; attention Viki Holmquist, by May 1, 2007. Please contact Viki with any questions you may have.

<b>School</b>	
<b>Address</b>	
<b>Principal</b>	
<b>Contact Person</b>	
<b>Telephone</b>	
<b>Fax</b>	

**Please answer the following:**

Are you currently a Picower School?	
If your teachers have attended Picower/College Board Pre AP workshops, how have they shared back the materials and strategies learned at the workshops?	
Are you currently a SpringBoard school?	
If you are a SpringBoard school, how many SpringBoard teachers do you currently have?	
How many SpringBoard classes and sections and in what grade level do you currently have?	

Describe other major initiatives you will have in place for the FY08 school year.	
Are you a magnet/academy school, and if so, which one?	
Are you a Triple A school?	
Are you a Wrap-Around School?	

- **Please complete statement of identified need and implementation plan here** (you may attach on separate sheet if needed):

I agree to participate and abide by all above described Picower College Success Program for the FY08 school year.

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date

The position of **Picower College Success Program School-based Coordinator** focuses on monitoring and development in the following areas:

- Expand and monitor the development of AP classes
  - Increased number of AP sections available
  - Increased representation of underserved populations
    - Maximum use of AP Potential to provide a pool of potential AP students
  - Increased number of students taking AP Exams
  - Increased passing rates on the AP Exams
- Picower College Success Program Class with Mentoring – This course will provide increased academic preparation, social support and access to information, three predictors of college-going behavior.
  - Coordinate course title and description into Master Schedule
  - Coordinate with the Picower Guidance Counselor to identify eligible students
  - Provide schedule for mentors
  - Oversee the mentors and provide feedback as needed
  - Maintain all time sheets and submit payroll biweekly; and
  - Maintain all student goal sheets and submit annually
  - Work with Curriculum Specialist and Organizational Specialist to provide for and sustain the training and encouragement of the First Generation College Going Mentors
- Monitor programs that increase potential for student success on SAT
  - Monitor SAT Online and/or SAT Coach
- Meet monthly with Organizational Specialist to review all processes and ensure adherence to the program guidelines.
- Provide individual school data as requested for all Picower/SDPBC reports.
- Develop and oversee an AP Parent, Financial Aid night and other parent opportunities.
- Foster professional development for teachers by ensuring that teachers register for and attend College Board workshops.

The position of **Picower College Success School-based Guidance Counselor** focuses on student identification and monitoring for the PCSP class and support in the following areas:

- Support the Onsite PCSP Coordinator to expand and monitor the development of AP classes
- Identify students based on AP Potential Report for entrance into PCSP class and mentoring support
- Meet individually with students who are currently in PCSP to review academic progress to date
- Meet in groups with PCSP students to discuss post high school plans and map out strategies to accomplish their goals
- Counsel PCSP students and parents about timelines for college applications, scholarships and financial aid opportunities
- Maintain records of attendance, grades, high school goals, post high school goals for all PCSP students
- Assist Onsite PCSP with articulation from the feeder middle school;
- Assist Onsite PCSP with administration and follow up of PSAT to 9<sup>th</sup> and 10<sup>th</sup> grade students
- Schedule and assist Onsite PCSP and Organizational Specialist with AP night
- Assist Onsite PCSP and Organizational Specialist in meeting criteria for becoming an AP Certified High School