

Sycamore Community Schools Leadership Academy

Committee Co-Chairs: Jane Garfield, Karen Van Wageningen

Committee Members: Ann Scranton, Ella Mae Foster,
Julie Haverkos, Margaret Del Favero, Paula Webb,
Craig Margolis



MISSION

To build community and create an environment driven by civic engagement where stakeholders learn about the Sycamore Community School District and are empowered to utilize their knowledge and skills as advocates for students and education within the District.

BENEFITS TO THE DISTRICT

- Community building drives civic engagement which creates:
 - an opportunity for open dialogue between diverse individuals on key district topics,
 - a network of neighborhood ambassadors,
 - an environment that fosters relationships/partnerships outside the classroom between the district associates and citizens,
 - future volunteers and/or leaders for PTA, Sycamore Advisory Board, and Sycamore School Board .
 - a sense of ownership towards the community asset,
 - an engaged, empowered, and credible resource of diverse citizens to advise the School Board in “framing the issue.”
- Measurement of program success through pre and post survey.
- This is not a public relations program, but an opportunity for citizens and the school district to gain knowledge and support from each other.

PROGRAM OBJECTIVES

- Participants will meet and network with other community stakeholders, students, faculty, staff and key representatives of Sycamore Community Schools to learn and engage in open dialogue on relevant topics.
- Participants will learn through presentation, group discussion, and hands-on activities about:
 - the history of the district and how it compares to other districts,
 - how school districts are funded in Ohio and the impact on our district,
 - the process of how programming and curriculum are chosen, developed and integrated in the district,
 - the Board of Education’s role,
 - how the district operates,
 - opportunities to choose their role in helping the district continue its exceptional path, and
 - becoming a member of an alumni network, whose skills are applied to various volunteer opportunities, including a civic engagement advisory group to partner with the school as needed.
- Participants will build networking relationships.

PROGRAM RECRUITMENT

- Stakeholders to include: district residents, area businesses, civic, social and service organizations within the district
- Participants will be chosen via application process
- Publicize via word of mouth, social media, district website, city & community bulletins, school newsletters & local newspapers.
- Recruit a diverse mix of participants using various demographics to represent the community: age, gender, address, family status, and ethnic background, if possible.

PROGRAM SCOPE

- 4 class sessions
- 1 evening per week, for 4 consecutive weeks, from 6:00 pm to 9:15 pm
- Online roster, biography & picture of participants & facilitators
- Pre and post program survey to assess learning; sent with application & at end of course
- Post class evaluation to assess program strengths & weaknesses, emailed the day after each class

- Each session includes:
 - A shared meal at 5:30 PM
 - ‘Evening meeting’/circle time
 - Sharing of class content
 - A ‘hands on’ experience (may include problem solving task)
 - A facility tour
 - A question, answer & discussion forum
 - A preview of the next class and ‘thinking’ homework
- Rotate Locations
- Max number of participants is 25
- Run program once or twice per year



AVES Sycamore Leadership – Course Content

Active

Volunteers

Enriching

Sycamore

SYCAMORE SCHOOLS LEADERSHIP ACADEMY

Class 1: The ABC's of Sycamore Community Schools - Location Sycamore Jr. High

Key Objectives/Desired Outcomes

- Broaden understanding of challenges facing 21st Century Education
- Identify areas of community concern & engage participants in problem solving strategies



Detailed Class Agenda

- 5:30 - Welcome and meal
- 6:00 – Formal welcome & introductions – Ask “Why are you here?” , “What type of Aves are you? (alum, parent, grandparent, district resident, etc.)
- 6:30 – Program Overview
- 7:00 - 21st century challenges facing public education
 - Safety – Facility Tour
- 7:30 – Break
- 7:45 – Continuation of 21st Century Challenges:
 - Curriculum – Hands-on test showing traditional vs. common core testing
 - Funding
- 8:45 – Q & A/Discussion
- 9:00 – Thank you!



What Would Need To Be True For Success?

Needed Resources – People, Systems, Materials, Costs, etc.

- **PRESENTORS:** Dr. Adrienne James, Superintendent, Karen Naber, Director of Academic Affairs, Chad Lewis, Director of Business Operations, Active Sycamore Volunteer/PTO President, Paid Facilitator (Cost to be determined)
- **MEAL:** Sycamore Food Services Prepared Meal & Staff of 2 people
- **SYSTEMS:** Interwrite Board/projector, computer (Free)
- **MATERIALS:** Web-based information site, including participant & facilitator photos & bios. Handouts and workshop materials as needed.



Key Next Steps

- Create pre-course assessment survey, possibly online as part of registration rather than taking up in-class time.
- Explore options for web-based course materials & resources.
- Fine tune costs of meal, food services staff, facilitator & materials.



Class 2: Dollars & Sense - Location Maple Dale/Board Office

Key Objectives/Desired Outcomes



- Identify federal, state and local funding sources
- Explain how recent changes to school funding have impacted Sycamore.
- Overview of historical costs, how levies and bond \$ work
- Scripted school board meeting, highlighting how the school board acts as the community.

Detailed Class Agenda



- 5:30 p – 6:00 p: Meal
- 6:00 p – 6:15 p: Welcome
- 6:15 p – 7:00 p: School Levy 101
- 7:00 p – 7:15 p: Facility Tour/Break
- 7:15p - 8:15 p: Mock Board Mtg – Scripted – Do we add a levy to the ballot?
- 8:15 p – 9:00 p: Q & A and discussion
- 9:00 p: Thank you!

What Would Need To Be True For Success?
Needed Resources – People, Systems, Materials, Costs, etc.

PRESENTORS: School Board, Superintendent, Beth Weber – Treasurer

MEAL: Sycamore Food Services Prepared Meal & Staff of 2 people

MATERIALS: Scripts/copies/mock titles/names

Key Next Steps

- Develop budget presentation/content with Beth Weber
- Create mock Board meeting scripts



Class 3: Are You Smarter Than a Fifth Grader? Location E.H. Greene School

Key Objectives/Desired Outcomes



- Gain an understanding of the core curriculum standards mandated by the State and how teachers' are implementing the change.
- Feature technology & how it benefits and enhances learning, highlighting MAP testing and its' benefits.
- Highlight the E.H. Greene School facility

What Would Need To Be True For Success?

Needed Resources – People, Systems, Materials, Costs, etc.



- **PRESENTORS:** Ann Marie Reinke guest presenter for Curriculum overview,
- 2 teachers to present "Are You Smarter Than a Fifth Grader" Maybe get Louis's presentation from MCLA presentation in 2010. Perhaps Students

SYSTEMS: Interwrite Board/projector, computer (Free)

MEAL: Sycamore Food Services Prepared Meal & Staff of 2 people

Detailed Class Agenda



- 5:30- 6:00 Dinner
- 6:00-6:45 Ann Marie Reinke presents State Mandated Core Curriculum & how a teacher's plan is developed. Share examples of creative teaching that fulfills the requirements.
- 6:45 – 7:00 Break & Facility tour
- 7:00 – 8:30 'Old School vs. New School - Hands on presentation using the technology (based on the MCLA presentation) 5th grade based questions/ answer – use technology clickers. May need to keep the group separated in 2 groups to better accommodate space. technology, inter-write boards, netbooks, lpads etc.. What is the future? What are other districts doing and how will the cost be covered? Perhaps have students at this level participate.
- 8:30 – 8:45: Q& A & Discussion
- 9:00: Thank you!

Key Next Steps



Class 4: Take Flight - Location Sycamore High School

Key Objectives/Desired Outcomes



- To review previous sessions and seek feedback on the program through open dialogue.
- To present volunteer opportunities and obtain commitments through signups.
- To gather professional resources for students and faculty to tap into.
- To conclude Leadership Academy Session with graduation and exit survey.

Detailed Class Agenda



- 5:30 p – 6:30 p: Volunteer fair “happy hour” with finger foods
- 6:30 p – 7:00 p: Volunteer panel – share stories on where/how/why they volunteer
- 7:00 p – 7:20 Break & school tour
- 7:20- 7:45 Volunteer opportunity presentations. Overview opportunities and what is required before you can volunteer. Perhaps include student involvement to man some of the tables.
- 7:45 – 8:15: What have you learned? What are your next steps?
- 8:15 p – 8:45 Graduation in the theater and exit survey.
- 8:45 - 9:00 p: Thank you!



What Would Need To Be True For Success?

Needed Resources – People, Systems, Materials, Costs, etc.

PRESENTORS:

- Identify and secure participants for volunteer panel.
- Secure fair representatives who must: 1) set up/break down fair 2) define list of opportunities with skill sets needed for success, 3) prepare sign up sheets, and 4) provide class participants with contact/follow up information.
- Have Volunteer Fair open throughout session for people to sign up after speakers have “inspired them”.

SYSTEMS: Interwrite Board/projector, computer (Free)

MEAL: Sycamore Food Services Prepared Meal & Staff of 2 people

Key Next Steps




- Develop SSLA Alumni website
- Showcase opportunities for volunteers on the alum website.
- Determine if school organizations can purchase table space – SSLA Fundraiser
- Define high school tour areas.
- Develop and administer exit survey questions.
- HS Band to Play for “graduation

PROGRAM COST ESTIMATE

	<u>Expense</u>	<u>Revenue</u>
• Outside facilitator – Ray Kingsbury (includes Development/Objectives/Adult Learning Theory /Recruitment /Materials/Between Session Communication/Facilitation/Evaluation)	\$5,000	
• Class Materials - (\$10 per participant, graduation)	\$ 450	
• Food/drink - (\$15 per person per session)	\$1,875	
• Cost to participants - \$49 (scholarships – financial need)		<u>\$1,225</u>
• Funding the balance –	<u>\$7,325</u>	<u>\$1,225</u>

 Additional investment required by School Board for first year or PTO contribution  Balance: \$6,100

 Consider a grant, fund raising, PTO contribution and/or corporate sponsorship for later years

It is estimated that up to 50 staff hours per class may be required & not included in this cost

NEXT STEPS

- Recruit a working Leadership Academy Board to create course content, maintain continuity and consistency of programming, and update/optimize as needed.
 - The Board will consist of representatives of key demographics of the community (school board member, school district representative , PTA, community member, program facilitators, program alumnus)
 - Rotating 2 year commitment
- Make class materials available on-line
- Make Child Care available. Give service hours to high school students for babysitting. Participants have the option to tip.
- Create an Alumni network linked by social media that enables opportunities for future involvement.

ALUMNI NETWORK

- Build an on-line Alumni network on LinkedIn
- Post district events to keep them informed and connected
- Post district volunteer opportunities
 - School carnivals, After prom, Levy campaign, etc.
- Create & post opportunities for educational partnerships that leverage the professional skills & experience of our Alumni
 - Judge Science Fairs, DECA
 - Share skills & experience in class
 - Tutor students
 - Share career information with interested students
 - Share information with students interested in their alumni college
 - Provide student internships

ALUMNI NETWORK

- Encourage on-going dialogue & sharing of information among the Alumni members themselves
- Consider offering credit flexibility to students:
 - Set up & maintain the LinkedIn alumni network
 - Coordinate & post volunteer and educational partnership opportunities

AVES Academy Session 1 Evaluation

Your feedback and program ideas are important to us as we evaluate this program and plan for future sessions.

*** Information is required.**

Contact Information

* First Name:

Last Name:

Session Content:



Excellent



Very Good



Good



Fair



Poor

Facilitator(s):



Excellent



Very Good



Good



Fair



Poor

Workshop Materials:



Excellent



Very Good



Good



Fair



Poor

Location:



Excellent



Very Good



Good



Fair



Poor

Comments:

◀▶

0 of 4000 characters

*** Information is required.**



Sycamore Community Schools Leadership Academy

APPLICATION FORM

MISSION

- To build community and create an environment driven by civic engagement where stakeholders learn about the Sycamore Community School District. Stakeholders are empowered to utilize their knowledge and skills as advocates for students and education within the District.

PROGRAM STRUCTURE

- The program consists of four class sessions; one day per week for four weeks from 5:30 pm – 9:15 pm (includes meal). Classes will be held at different school locations. Child care is available.

PROGRAM OBJECTIVES

- To network with other community members; learn about policy, financing, and budgets that affect your district; review how districts compare using the ODE Report Card; understand program curriculum; learn how the Board of Education represents you; find out options on how to use your time, talent, and treasure in a volunteer opportunity; and join the alumni team.

PROGRAM DATES

- Tuesday, October 8, 15, 22, 29, 2013
- Tuesday, April 8, 15, 22, 29, 2014

LEADERSHIP ACADEMY PARTICIPANTS

- District private residents
- Business, civic, social and service organizations within the district

The program is offered at a minimal cost of \$49 per person to selected participants. If interested please complete and return the application by July 1, 2013 to the program coordinator. All applicants will be notified of their application status by August 15, 2013. Applications can be downloaded from whateveraddress@wedecideon.com.

To be determined - Coordinator

Sycamore Community Schools Leadership Academy
4881 Cooper Road

Cincinnati, OH 45242 or e-mail tobedetermine@cinci.rr.com Questions? Please contact or e-mail "to be determined," coordinator at (513) 891-2243 or tobedetermine@cinci.rr.com.

SCSLA BOARD

- Member 1, title
- Member 2, Title
- Member 3, Title
- Member 4, Title
- Member 5, Title



Leadership Academy APPLICATION FORM

To Apply:

Type or print clearly and send to **Coordinator, Sycamore Community Schools Leadership Academy, 4881 Cooper Road, Cincinnati, OH 45242 e-mail tobedetermine@cinci.rr.com**. Questions? Please contact Coordinator (TBD) at (513) 891-2243 or tobedetermine@cinci.rr.com.

APPLICANT

Name:		
Home Phone:	Cell Phone:	Work Phone:
E-mail Address:		
Residence Address:		
City:	State:	ZIP Code:
Community:	How long Community?	

BACKGROUND INFORMATION

Type of Stakeholder in Sycamore District (check one and complete as needed)

Private Resident w/Child(ren):	Number of Children:	Ages:
<i>Check all that apply</i>		
Currently attending Sycamore:	Previously attended Sycamore:	Are taught elsewhere, i.e. private/home:
Private Resident w/o Children:		
Business / Civic / Social / Service Resident: Circle one	Organization Name:	
Address:		
Community:	How long in Community:	

ASSISTANCE NEEDED

Child Care		
I will use child care at the class:	Child(ren) #:	Age(s):
Transportation		
I will need help with transportation:		

DEMOGRAPHIC INFORMATION (OPTIONAL)

Gender	
Family Status	
Race/Ethnic Background	



Leadership Academy APPLICATION FORM

LET US KNOW...

What issues concern you for your children, other children and the community?

Response:

What do you consider is Sycamore Community Schools' most serious challenge and what do you think can be done to overcome the challenge?

Response:

Why are you applying for the Leadership Academy and what skills can you offer as a future volunteer?

Response:

What would you like to "take away" from the leadership program?

Response:

How did you hear about the Sycamore Community Schools Leadership Academy (SCSLA)?

Response:

Because the program includes meals, do you have any meal restrictions?

Response:

If using child care, does your child(ren) have any meal restrictions?

Response:

Signature of applicant

Date

**ACTIVE
VOLUNTEERS
ENRICHING
SYCAMORE**