

**PLANNING/OUTCOMES DOCUMENT 2007/2008**

Name of person(s) completing this form:	Patrick Bonard	Curriculum/Department:	GEAR UP
<b>Purpose/Mission Statement</b>		<b>Vision Statement 3-5 Years</b>	
<p>GEAR UP's mission is to ensure that our middle and secondary school students are prepared for, pursue, and succeed in post-secondary education.</p>		<p>Our vision does not change over time, but the population we serve does. We will continue to be a strong resource for students, partner for the school and community to develop a college-going culture. In 5 years, we expect to see our current middle school cohorts fully prepared and informed as they move toward a post-secondary education.</p>	
<b>Departmental Strengths</b>		<b>Departmental Weaknesses</b>	
<p>GEAR UP's strength is in our veteran staff and their ability to carry out successful programs aligned with GEAR UP goals. Specifically, our coordinators have many years of experience and relationships built within their schools that solidify our ability to meet GEAR UP objectives.</p> <p>Secondarily, GEAR UP has a clear work-plan in place that guides our actions and allows us to evaluate our program outcomes based on the goals and objectives stated.</p> <p>In addition, a partnership with GEAR UP North Carolina to develop a database tool will allow us to track, report and evaluate our services for this coming year.</p>		<p>GEAR UP is challenged by the addition of new staff, specifically, our Resource Teachers. Understanding of GEAR UP goals, how to meet GEAR UP objectives and collecting measurement data by new staff will be a larger challenge for Swain and Jackson County programs.</p> <p>In addition to our own new staff, a weakness of GU is the challenge of fully integrating and implementing programs in some schools. As relations develop and communication is improved, I see these being minimized with time. As new school administrative personnel, Central Office personnel and teachers learn more about our goals and objectives, this changes.</p>	
<b>Departmental Opportunities</b>		<b>Departmental Threats</b>	
<p>GEAR UP is making a change to student services for GEAR UP. Continuing system wide, hands-on approaches to math and science includes a robotics program and competition. This approach allows a more relevant and engaging format for students and allow GEAR UP to introduce technology, math and science college and career opportunities to our students. It also provides an opportunity to engage community members with skills in these areas, as coaches and assistants. Through this assistance, GEAR UP thereby increases student exposure to real life career role models while providing GEAR UP with required in-kind/match contributions.</p> <p>An increase use of survey data to measure student attitudes and academic outcomes will allow GEAR UP to measure the success of our services.</p>		<p>The grant was written to include an in-kind match component for Use of Space. This was determined using a fair market value estimate, however, under U.S. Department of Education Edgar Rules, this is not allowable. A depreciated cost value is allowed. This results in a difference of over \$230,000 per year in in-kind/match requirement for GEAR UP.</p> <p>Our veteran staff is one of our biggest strengths, yet they could also be our biggest threat. Complacency and reluctance to try new ideas and head in new directions could hurt our ability to be successful in new programs. For example, new skills and renewed energy will need to be learned and accepted if our Robotics initiative is to be successful. Direction, support and communication by the Director and by our Site coordinators will be paramount to our success.</p> <p>A small threat is our ability to affectively collect student information and data at some schools. We are continuing to work with school partners to reassure them and parents about how we use student information. I look forward to this improving, but it is an on-going challenge and a threat to our ability to submit accurate reports as required by the U.S. Dept. of Education.</p>	

<b>College College Goals</b>	<b>2006-2007 Department Outcomes/Goals</b>	<b>Success Criteria Success Criteria (Method for measuring extent to which outcome is achieved)</b>	<b>Plan of Action (including resources needed)</b>
4,5,7	Re-establishment of the new grant including hiring and training of staff, training staff and development of Yearly Work-Plan.	Staffing positions filled with qualified personnel and Work-Plan Developed	Interview and hiring process according to SCC requirements.  Use of a facilitator to hold a GEAR UP Retreat to help establish a framework and develop our Yearly Work-Plan.
6	Development of a data collection tool that allows us to collect, measure and report GEAR UP services.	Data collection tool is developed and in place for school year 2007-08.	Work with GEAR UP NC and Appalachian State GEAR UP to develop a NC on-line database tool.
6	Effective collection of GEAR UP student service data in order to establish baseline data.	We will be able to collect necessary student data and effectively establish baseline measurements.	Continue to develop systems of data collection at each site using excel spreadsheets until the on-line database is able to be implemented.
6	Successful submission of Annual Performance Report (APR) to the U.S. Dept. of Education.	Renewal of GEAR UP grant based on Annual Performance Report submission.	Success is determined by our ability to collect, collate and analyze our data collection. Each site Coordinator is responsible for collecting student service data, collect student information and assist in collating and analyzing data. Project Director will assist in providing direction and technical assistance to assist this collection. The Director will be responsible for submitting the APR.

<b>Criteria Results for 2006-07 Outcomes (Be sure to utilize most current data available)</b>	<b>End of Year Analysis (Goals achieved, impact of equipment purchased, Improvements to program or service, contingencies, etc.) Describe how you used the results to improve your program/department.</b>
The new grant was re-established in all schools. Hiring was completed with a total of 14 full-time staff. Work-Plan was developed and initiated.	While we did complete these objectives under these criteria, GEAR UP has added 3 part-time Resource Teachers at the 3 high schools. Our hope is that these Resource Teachers will have major impact as we add 9 <sup>th</sup> graders to the GEAR UP initiative. Work-Plan is in place and clearly defines GEAR UP's direction and goals.
On-line data collection tool for student services developed and in place for school year 2007-08.	Beta testing is complete and GEAR UP is ready to use this tool for data and program evaluation.
Data was effectively collected and baseline measures reflective of the Work-Plan were established. 100% of student information and data was collected and entered into database. Survey data measuring tutoring and enrichment program effectiveness was inadequate with less than 100 surveys collected in each area at each site.	Our collection of student information data was 100% effective; GEARUP's use of surveys was effectively used and collected. Re-training and redesign of the surveys made their use easier and their purpose more easily understood.

<b>College Goals</b>	<b>2007-2008 Department Outcomes/Goals</b>	<b>Success Criteria (e.g., outcomes, enrollment increases)</b>	<b>Plan of Action (including resources needed)</b>
1,2	Continue Robotics Education program at each school including a competition format at the end of the semester, as well as a Statewide team per site.	Teams at each school established culminating in a successful competition with at least 6 teams competing at SCC event.	<p>--Each school will determine how this fits into the school day and what timeframe works best.</p> <p>--On-going direction, support, and training of resource teachers/coordinators including development of training guides and resources.</p> <p>--Development of mentors and coaching assistants at each site. Acting as mentors, these volunteers help establish links to college and career while assisting in the technical aspects of the program.</p> <p>--Plan and hold 2 events at SCC. One event will be a demonstration day mid-semester and the other a competitive event hosting all schools participating.</p> <p>--Each site will send a team to participate in the State competition.</p>
6	Development of survey and data collection systems that are effectively instituted at each school site.	Tutoring and enrichment program surveys are completed by 90% of all students participating and 75% of all teachers of those students. 100% of student and parent services data will be entered using the on-line database.	<p>--Training of all staff on the importance and use of surveys.</p> <p>--Monthly checks by Coordinators and Director to insure surveys are being correctly completed and collected.</p> <p>--Monthly reports will accurately reflect data collection as it relates to measuring Work-Plan objectives.</p> <p>--Training in the use of on-line database tool for all staff.</p>
3,5	Development of community business and school partners to meet in-kind/match requirement.	Increase in-kind/match contributions to meet \$992,698 requirement and make up difference from "Use of Space" budget.	<p>--Refocus efforts at each site to determine sources of in-kind/match.</p> <p>--Document in-kind/match donations more effectively and accurately through timely documentation.</p> <p>--Continue to look for partnering opportunities outside of current sources. For example, grants, business and industry.</p>
5,7	Increase communication opportunities with Parents toward increasing college and career awareness.	Provide 2 evening programs at each site designed to communicate college and career information. Coordinate a variety of other sources available to parents in order to communicate GEAR UP goals and college awareness.	<p>--Each Coordinator will outline a communication plan included in their Yearly Plan that specifically addresses how they will communicate GEAR UP services and goals.</p> <p>--Each site will hold 2 school-wide, evening events for parents.</p> <p>--Continue updating SCC-GEAR UP website as a communication tool to attract parents and students.</p> <p>--Newsletters will be developed and promoted for GEAR UP/SCC and school newspapers.</p>

**Mid-Point Review**

**Progress Notes:**