

November 26, 2014

To: The Board of Education, Dr. Valencia Douglas, and Mr. Jay Scotto-Friedman

From: Mario Suarez, Director of the Outreach Program

Subject: Update to Pocantico Hills School's Outreach Program

Purpose:

Last year we set off on a new mission, a mission to strengthen the bond between our community and our school district, by strengthening our students study habits, and in turn, giving them the opportunity to excel to the highest academic standards.

The Model:

"The Outreach Program" as we named it, was developed in conjunction with the Board of Directors at the Westchester Hills Condominiums and offered additional English language arts, math, and science support to students in grades three and four. This program was voluntary. Students and their parents had to commit to the entire 10-week cycle that began in March and ran through early June. The program ran on Mondays and Wednesdays from 3:15 p.m.-5:15 p.m. During this time, the program focused on tutoring, academic intervention, and study skills. The children quickly took to the program and were eager to learn and interact with the tutors. Even in its infancy, we could see that this program had the ability to change our students, now and in the future.

Personnel:

As for the amazing tutors, we have Pocantico to thank. Kristen Ward and I were able to staff the entire program with 11, bright, eager volunteer High School students, all of whom were Pocantico graduates themselves! These students brought their "Pocantico grown" self-confidence, patience, and smarts to the program and were able to pass down their knowledge to the next generation of young Pocantico students. Together, we serviced 24 students.

Next Steps:

It is anticipated that we will continue to service this age group of students beginning in February, as we would like to begin the program several weeks before the NYS tests are administered the weeks of April 12th, April 19th, and May 20th.

Additionally, with the vacancy of Kristen Ward's position, it will be necessary to identify, and train a new teacher. We will be looking for someone with the same drive and dedication to the program that Kristen had. This important process of finding a

hard-working, caring new director for our students will need to start in the coming weeks in order to establish the success of the program.

Analysis of Program:

As with any new program, there is always a learning curve, and with our inaugural year completed, we have seen some areas where we are able to improve the program, and make it an even bigger success in years to come. One of these adjustments will be to bring our volunteers in a few weeks before the program to get them familiar with what they will be doing, as well as honing in on their classroom management skills and teaching them behavior strategies needed when working with our young students. A longer training period for our tutors insures our students will receive the best possible support they need and deserve.

In closing, I look forward to another wonderful year of supervising this program, and even greater, to continue being a liaison between the Pocantico Hills School and the Westchester Hills Condominium Community.

Sincerely,
Mario Suarez