

A PROGRAM FOR ALL STUDENTS

2019-2020 EDUCATOR REFERENCE GUIDE

The Challenge Program, Inc.'s mission is to build sustainable Business/Education partnerships while introducing students to careers in their communities. These partnerships contribute to workforce and economic development by motivating students to develop the solid work habits required to succeed in school and in their future careers.

The Challenge Program, Inc. inspires:

*Believing
Reaching
Achieving*

The Challenge Program, Inc. rewards:

*Effort
Change
Accomplishment*

CONNECTING BUSINESS AND EDUCATION

The Challenge Program, Inc.

- *Changes student behaviors, attitudes and grades in a positive way*
- *Propels students towards success in school and in their future careers.*

Business Partners

- *Increase career-readiness*
- *Provide confidence in the local/regional job market*
- *Assists in the thriving continuation of communities*

The five categories are solid building blocks

- *Students become successful, contributing, productive members of their communities.*

- ★ ***ATTENDANCE***
- ★ ***STEM***
- ★ ***COMMUNITY SERVICE***
- ★ ***ACADEMIC IMPROVEMENT***
- ★ ***ACADEMIC EXCELLENCE***

IT'S NOT ABOUT FIRST PLACE; IT'S THE EFFORT TO GET THERE.

- **Academic advancement for all students** regardless of past performance
- **Redirect student behavior to complete and exceed expectations**

Each award category has a set of criteria

- Finalists are selected from the top 10 % of students **who meet the criteria** of a particular award category – **NOT SIMPLY THE TOP 10% of all students.**
- Finalists are asked to take a TCP student survey (links will be provided)
- Students return the a slip with their name and provided password
- These slips are placed in the lottery drawing for the final recipient.
- ***A Lottery demonstrates to students that Anything is Possible!***

Distribution of Awards for a school year

- Each Challenge Program year begins NEW in the fall. All 10th, 11th, and 12th-grade students are eligible to compete for all awards.
- The first 5 awards are presented to the graduating seniors in May of that school year.
- The 5 sophomores awards and the 5 junior awards are delayed until the following fall.
- Each fall, we open the new season, and close the old season.

All 15 Awards MUST be DISTRIBUTED.

- 1 award per category/per grade
- No duplicates or splitting of awards is permitted.
- All TIES must be decided via a lottery drawing.
- It is possible for one student to earn more than one award.

Who

- The Challenge Program, Inc. surveys educators and businesses participating in the current program twice a year.
- TCP also surveys students eligible for a TCP award.

What

Surveys collect data on the effectiveness of the student assemblies, the overall Program and the workforce connection.

Where

The Challenge Program, Inc. uses Survey Monkey to create and analyze surveys and their results.

Why

- Surveys provide information on the developing changes in educational processes, business needs and student trends, especially in the realm of communication.
- The knowledge helps us attract new business partners, foundation support and aid in the development of assembly kick-off themes.

How

- **Educators & Businesses:** Direct Survey Links are sent via email
- **Students:** Surveys are sent via emails to educators in an attached document, to be taken by students eligible to receive an award.
- This document includes instructions, slips to hand out to students and a link.
- The link leads to the Survey Monkey survey



Please do your best to make time for the SURVEYS.

Activity Title	The Program (aligns with 339/Career Standards-Readiness)	
	<ul style="list-style-type: none"> • Career Awareness and Preparation • Career Acquisition and Entrepreneurship 	<ul style="list-style-type: none"> • Career Retention and Advancement • Motivating Students
Duration	<ul style="list-style-type: none"> • September through June 	
Learning Goals Students will Learn	<ul style="list-style-type: none"> • Local career opportunities, preparation and paths to employment from the Business Partner. • 5 solid habits required for success reflected in Key Learning Areas. • Relationship between Education and Career 	
Key Learning Areas	<ul style="list-style-type: none"> • Attendance, STEM, Community Service, Academic Improvement, Academic Excellence 	
Materials You will Receive	<ul style="list-style-type: none"> • 2 Banners (70 x 24) announcing the supporting Business. • 1 poster to encourage following us on Social Media and 2 banners for Student of the Year Competition • Monthly Announcements from TCP to remind students of The Challenge Program. • Newsletters and various email announcements/updates from The Challenge Program. 	
Procedure & School Commitments	<ul style="list-style-type: none"> • Open links to online forms sent to you by TCP, fill out and submit to TCP. • Schedule fall Assembly for Program Implementation. • Hang the posters and the banners prominently in the school. • Promote TCP through in provided written/short video school announcements • Submit the winning names when/as requested (See Survey information Page 3) • Photos will be taken; Press releases will be distributed and shared with business /school. 	
Staff Needed	<ul style="list-style-type: none"> • 1 Primary Educator to facilitate the Program in-school and engage with the Business Partner. • 1 Alternate Educator as a back-up to the Primary Educator contact. • 1 Social Media/Website Contact 	
Grade Span	<ul style="list-style-type: none"> • 10, 11 and 12. Freshmen are welcome to view the presentation however are not eligible for awards. 	
Documentation You will Receive:	<ul style="list-style-type: none"> • Reference Guide (this document) and a full Assembly Preparation Guide (which will follow). • Links to other online forms for scheduling, school contact information, etc. • Links to online forms to submit Award Winners will be provided. • Links to Student and Educator Surveys. 	

Awards Criteria – A Program for ALL Students

<p>ADVISEMENT FOR STUDENTS</p>	<ul style="list-style-type: none"> ➤ Choosing a winner via lottery <u>may mean and should be reiterated</u> during finalists selection process that the student at the very top of any category <u>may or may not</u> be the final winner.
<p>ADVISEMENT FOR EDUCATORS</p>	<ul style="list-style-type: none"> ➤ All 15 Awards (1 award per category/per grade) MUST be DISTRIBUTED. ➤ No duplicates or splitting of awards is permitted. ➤ All TIES must be decided via a lottery drawing. ➤ It is possible for one student to win more than one award.
<p>ATTENDANCE</p>	<ul style="list-style-type: none"> • Eligibility will begin with the Kick-Off Assembly <u>UNLESS</u> otherwise stated by the school. • FINALISTS are drawn from students with “0” absences. If no one has “0” Absences – draw from those with the least number of absences according to school policy. They will become Finalists.
<p>STEM (HIGH SCHOOLS) <i><u>NOTE: this award should not be limited to honors/advanced classes ONLY</u></i></p>	<ul style="list-style-type: none"> • <i>We strongly encourage any and all</i> classes related to science, technology, engineering/computers, math - including shop, introductory and intermediate academic levels – be included for this award so all students feel they can be eligible to compete and earn this award. • <u>FINALISTS</u> are the #1 ranked student from every included class.
<p>COMMUNITY SERVICE</p>	<ul style="list-style-type: none"> • TCP provides COMMUNITY SERVICE forms for the convenience of tracking hours. • FINALISTS are among the students who submitted the top 10% of <u>hours</u> for the year. • An award <u>must be distributed</u> even if students do not hand-in forms. • <u>If no forms are handed in</u>, educators may use their discretion & school policy to determine the recipient.
<p>ACADEMIC IMPROVEMENT</p>	<ul style="list-style-type: none"> • Academic Improvement involves the <u>GREATEST INCREASE</u> in Year Ending to Year Ending G.P.A. regardless of beginning/ending grade level. • FINALISTS are drawn from among the top 10% of students with the greatest increase in G.P.A.
<p>ACADEMIC EXCELLENCE</p>	<ul style="list-style-type: none"> • HIGHEST OVERALL G.P.A. from the beginning to the end of the current school year. • FINALISTS are drawn from among the top 10% of students with the highest overall G.P.A.

Description	<ul style="list-style-type: none"> Awards will be presented to 5 Seniors, 5 Juniors, and 5 Sophomores.
Materials Students will receive from TCP	<ul style="list-style-type: none"> An Award Certificate w/the name of the Student, the Business, the Award Category and the School A Flyer requesting the student to send a thank you note to the Program Founder and the Business Partner. A check made out directly to the Student in the amount of \$200. The packet comes in a 9 x 12 white full window envelope
Common Procedure for Awards	<ul style="list-style-type: none"> Gather finalists and allow them to take the TCP Student Survey and select final recipient (see page 3) Submit Award Recipients vis TCP online form. Link will be provided No award recipients will be accepted via email or phone
Presentation of SENIOR Awards (Spring)	<ul style="list-style-type: none"> When requested, send the date of the school's <u>scheduled</u> Senior Awards Program. We will attend evening and weekend programs at any location where the senior ceremonies are conducted. We will schedule a separate date/time to present the awards if the school requests. We will notify the business and the date/time/location. We request to be a part of the community awards distribution and close to the top of your program.
Presentation of UNDERCLASSMEN Awards (Fall)	<ul style="list-style-type: none"> When requested, submit dates for the Fall 2019 Assembly kick-off. (more information will be forwarded) We will notify business of the date options and allow them to choose. Presentation of awards earned by this year's sophomores and juniors take place in the fall of 2019 when these students are juniors and seniors.
Staff Needed	<ul style="list-style-type: none"> The Educator for senior awards coordination, if different than the main TCP coordinator at the school.

Activity Title	Student of the Year
Description Open to students whether or not they have ever won an award	<ul style="list-style-type: none"> • ALL STUDENTS in ALL PARTICIPATING High Schools, AVTS and CTC schools may enter their story about how TCP’s Program and Challenge categories affected their outlook, behavior and attitude. • How/why our Program/Business partners helped them overcome obstacles to begin a positive path to a better future. • How the business partner and/or TCP may have inspired or assisted with future career plans.
Materials You will Receive Winning School	<ul style="list-style-type: none"> • 2 large banners will be delivered to the school to remind students about Student of the Year • Detailed information entry hand-out for students including how to enter, guidelines, selection and responsibilities • Communication for in-school morning/afternoon announcements • Press Release announcing Winner
Procedure	<ul style="list-style-type: none"> • Email announcement that the contest is open. • Anonymous review of all entries by selected judges • Email announcement of names/schools of 3 finalists and 3 alternates and all honorable mentions. • Finalists will attend Crystal Owl Gala in Pittsburgh in order to be eligible to win • 2 Educators and 2 Business Reps from the Finalists schools and business partners will receive complementary tickets to Crystal Owl Gala as a show of support for the students. • Winner named at Crystal Owl Gala in Pittsburgh • Email and press release announcements of the name, school and business partner of Winner.
Staff Needed	<ul style="list-style-type: none"> • Primary Educator for TCP to coordinate and share the above information
Duration	<ul style="list-style-type: none"> • Competition begins at the kick-off assembly • Official entry opening and closing dates will be announced
Grade Span	<ul style="list-style-type: none"> • Grades 10, 11 and 12
Awards & Documentation	<ul style="list-style-type: none"> • Each Finalist (there will be 3) will receive \$1,000 cash and an award certificate • Winner will also receive a crystal trophy • Photographs and Write-Up in print, digital and social media