

The Gloria J. Taylor
Foundation

TRIO
Upward Bound

**Academic Year
&
Summer
Handbook**

The Gloria J. Taylor Foundation

STAFF



The Gloria J. Taylor Foundation
TRiO Upward Bound



"Preparing Our Future For The Future"

Dr. Theresa Dixon CEO/Executive Director	708-960-2923	drtheresadixon@gjtf.org
Linda Elliott Office Manager	708-960-0859	lelliott@gjtf.org
Jovon Dixon Acting Assistant Director	708-960-0859	jdixon@gjtf.org
Ms. Fox Thornton Fractional North/South Counselor	708-960-4606	lfox@gjtf.org
Mr. Nelson Rich East Counselor	708-960-4775	dnelson@gjtf.org



Academic Year Handbook

Table of Contents

Section Headings	Page #'s
Introduction	1
Section 1 - Academic Policies	2
Program Objectives	2
Academic Growth Policy	2
Academic Probationary Policy	2
Participation Requirements	2
Behavior Probation	3
Inclement Weather Policy	3
Laptop/Calculator Loan Policy	3
Section 2 - Academic Programs	4
Academic Tutoring	4
Kick Back Café -Saturdays	4
Individual College Portfolios	4
College Prep Seminars	5
College Visits	5
Cultural Events	6
Section 3 - Merit System	7
Stipends	7
Upward Bound Group Travel	8
Section 4 - Upward Bound Dress Code & Technology Policy	9
Section 5 - Upward Bound Behavior Policies	10
Rules of Conduct	10
Student Behavior Guidelines	10
Infractions and Penalties	11
Section 6 - Parent Support & Meetings-Chat N Chew	13
Participation Incentive Points	14
Service to the Community	17
Conclusion	18

Introduction

The mission of GJTF Upward Bound program is to mentor participants' successful entrance into post-secondary education. This college preparatory project assists students in the development of academic skills and achievement as well as, provides guidance, support, and direction for success beyond high school. To do so, students participate in two program components: a six-week **Summer** and a nine-month **Academic Year Component** which supplements the traditional school year.

This handbook serves as a guide outlining Upward Bound expectations for all participants during the academic year and summer.

Academic Year Component

From September through May, participants are provided support services that work to develop the total person while working to ensure academic progress and improvement. Services include:

Tutoring: Offered weekly at convenient locations and online. Tutoring sessions are for the purpose of improving the student's GPA preparing for the "**End of Course Assessment**", SAT readiness, and enhancing study skills.

Kick Back Café Saturdays: Monthly programming that works to augment a support of high school instruction as well as, provides opportunities for career exploration and the development of success skills.

Individualized Attention: Individual sessions and group workshops that are designed to focus on each student's academic progress and to develop his or her post-secondary options.

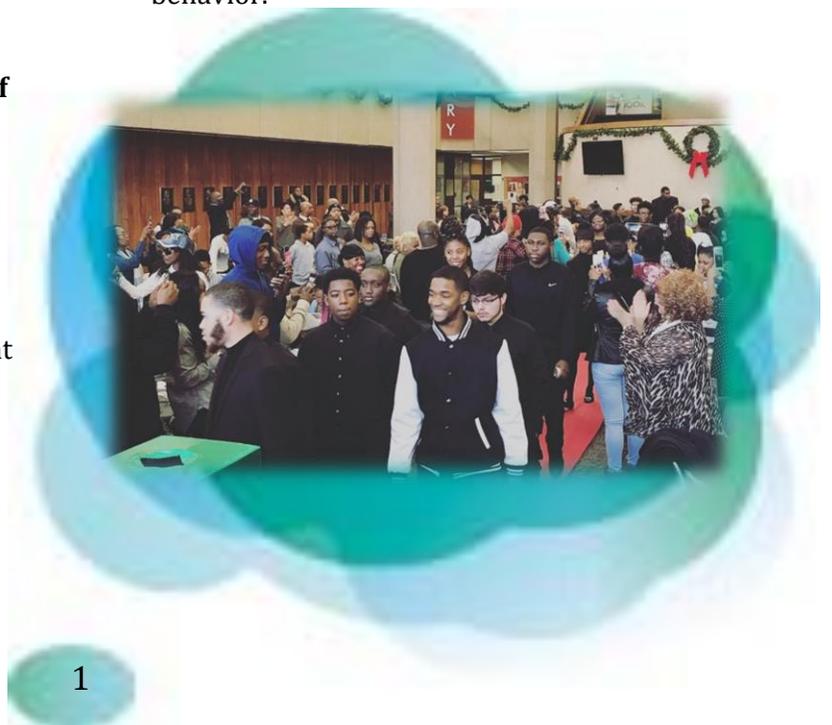
College Visits: Students travel to local, state, and regional colleges and universities to gain exposure which will assist with the college selection process.

Cultural Experiences: Students are treated to field trips such as visits to museums, theatre productions, and talks given by nationally known speakers.

Leadership Programs: Students have the opportunity to participate in various leadership seminars throughout the year.

The GJTF-UB Elite Leadership Board.

The enrollment process is highly selective, so ***being a part of the Upward Bound program is a privilege!*** Those who are chosen, become a part of a unique group. Program participants are expected to display a mature and positive demeanor. Each participant will be held accountable for maintaining a positive, productive, and respectful attitude and behavior.



Section 1 -Academic Policies

Upward Bound Program Objectives

1. To provide academic skills instruction in Math, Science and Language Arts.
2. To positively impact test scores and grade averages of students with special emphasis on Math, Science and Language Arts.
3. To make available tutoring and academic counseling for all participants.
4. To assist participants with the preparation of college applications and financial aid forms.
5. To instill a positive attitude and appreciation toward lifelong learning.
6. To expose students to new academic, social, and cultural learning experiences.

Because Upward Bound is a student development program, it is expected that all participants strive to take full advantage of the services offered. In order to assist each student to achieve this goal, Upward Bound staff will periodically review progress reports to verify interim grades and current GPA status. It is the Program's wish to intercede, whenever possible, to affect a positive change in the education of all students.



Academic Growth Policy

Upward Bound expects each student to demonstrate positive growth (**a steady increase**) in his or her GPA. Continual progress is the key!

Upward Bound understands that some classes are more challenging than others and may require additional support. The Program offers several services and resource personnel to assist participants when challenges arise. However, it is the student's responsibility to take advantage of the services offered. Students are expected to do his or her best and to ask for help when needed!

Academic Probationary Policy

Students failing to meet a minimal GPA of 2.5/4.0 scale and/or students receiving two consecutive quarters/trimesters of D's or F's, will be placed on Upward Bound academic probation. Such students are required to attend mandatory tutoring, academic advising, etc. If the student fails to meet the terms of probation and/or increase his or her GPA within one grading period, he or she will be at risk of dismissal from the program.

Participation Requirements

Upward Bound students are expected to attend the majority of scheduled activities. However, Upward Bound may excuse students from attending scheduled activities for **school related events or family emergencies**. Students must notify the UB office prior to the event to avoid any unexcused absences.

In addition, participants involved in conflicting extra-curricular activities must inform his or her advisor of any conflicts by filling out an ***Extra-Curricular Verification Form***. Students will need to discuss with his or her advisor any absences and the impact it may have on overall participation in the program and stipend credit.

If a student has excessive absences during the year resulting in less than 75% participation, the student will be placed on participation probation and staff will evaluate whether there is a true commitment toward participating in Upward Bound. Course of action may include loss of cultural/social privileges, exclusion from trips, and/or possible dismissal from the program.

If a student has any issues, concerns, or questions he or she may discuss these with his or her advisor.

Behavioral Probation

The Upward Bound program has high expectations for its students in regard to behavior. In order to foster a productive learning environment and achieve the mission and objectives, Upward Bound expects its students to adhere accordingly to the Rules of Conduct outlined later in this handbook. Failure to do so will require disciplinary action.

In the unfortunate event that a participant receives a written warning for any serious behavioral infraction a parent conference will be called where the student will be provided an opportunity to explain his or her side of the event before a consequence is determined. As a result of the conference, a

“behavioral agreement” will be established. This agreement will serve as the terms of probation. Failure to adhere to this agreement may ultimately result in dismissal.

Inclement Weather Policy

If inclement weather occurs the day before a scheduled UB event or program, the decision to cancel will be made prior to the day of the session.

Whenever possible, staff will contact each participant to notify them of the cancellation. In addition, the cancellation will be posted on face book and you will be notified via Remind 101 and/or email. Should participants or parents have questions, contact the UB office. Safety should never be compromised in order to attend an Upward Bound session or meeting.

Laptop/Calculator Loan Policy

In the future, laptops and calculators will be available for checkout through the Upward Bound office. The student may check out a calculator at any time and keep it for the semester. Laptops will require parent and student to sign an agreement, which details the terms and conditions of the loan. Laptop loans are for **three** weeks at a time.



Section-2 Academic Programs

Academic Tutoring

Upward Bound students are expected to strive for academic excellence. **The ultimate goal is for every student to maintain at least a “B” average in all classes.** Thus, all students are required to participate in a form of weekly academic enrichment. To aid in this pursuit, Upward Bound will provide weekly tutoring, SAT preparation, and study sessions at convenient sites.

Students with GPAs of 3.5 or higher are not required to attend Upward Bound tutoring, **but** are mandated to pursue an academic activity such as an Academic Team at school, SAT Prep course, and/or become peer tutors. Because we believe there is always room for improvement, any participant with a GPA equal to, or lower than, 3.49 must attend tutoring through Upward Bound **and/or** show proof of a suitable alternative. If a student is receiving a “**B -**” or lower in ANY CORE class or has not passed the “**End of Course Assessment (ECA)**”, he or she is **required** to attend tutoring through Upward Bound and his or her respective school. Failure to do so will be seen as unwillingness to improve.

Upward Bound knows that attendance at offered tutoring sessions will make a difference in participants’ grades; however, merely attending tutoring is not sufficient. Students must **WORK** toward an improvement in grades.

Tutoring is provided in English/Language Arts, math, and science. Supplemental and SAT online worksheets will be available through the GJTF website.

Kick Back Café (3rd Saturday of the month)

Upward Bound offers supplemental instruction and active learning experiences in math, Language Arts, career exploration, and study skills once a month beginning in January. These Saturday sessions referred to as Kick Back Café and will run for two hours.

KICK BACK CAFÉ
Every Third Saturday 10 am – 12 pm
****Dates subject to change****

Students are to arrive on time and be prepared to work with Upward Bound personnel! Students who are tardy, unprepared, or uncooperative will be faced with a reduction in participation points, with the possibility of disciplinary action.

Individual College Portfolios

Again, Upward Bound’s mission is to assist students with the pursuit of a college education. To help in this endeavor, UB personnel will assist each student through individualized planning sessions that work to discuss each student’s academic progress and post-secondary plans. These conferences are very important! Each student is expected to take the initiative to sign-up for a planning session with his or her assigned advisor. Seniors with completed portfolios may qualify for the GJTF Scholarship.

College Prep Seminars (Seniors Only)



To further assist students with college readiness, UB personnel will conduct grade-specific seminars once a semester. The workshops are designed to provide participants and parents with the specific knowledge to complete the admissions process, financial aid applications, scholarship searches, as well as, develop strong success skills.

College Visits

Choosing the right college is a big decision. Therefore, a critical component of Upward Bound is the college visits. Each year, a number of college visits are scheduled within the city, state and region, each to help students with the college selection process. While it is not possible for each student to attend all college visits, the scheduled visits work to prepare students for the important questions which need to be asked as well as, the things each student will need to be aware of before making one of the most important decisions of his or her life.





Cultural Events

Since cultural competency is needed for all to compete in the global community, Upward Bound provides more than academic programming. It is desired that all participants become well rounded academically, as well as socially. The cultural events scheduled are designed to expose students to all aspects of life and diversity.

Because tickets for certain cultural/ educational events must be purchased in advance, students who sign up for an activity and cancel for any reason are required to give at least a 24-hour notice. Failure to do so the student may lose the opportunity to attend future large events.



Section 3 – Merit System

Stipends

The Upward Bound program has the mission to prepare each participant for successful entrance into a post-secondary institution. To accomplish this task, the program puts great emphasis on components that stress academics.

Stipends will be awarded once at the end of the Summer Academy only. Only those students invited to the Summer Academy will qualify for the stipend. If at any time the stipend disbursement is missed, it is the responsibility of the student to pick up the stipend.

In order to receive the maximum stipend, participants must fulfill requirements as outlined in the stipend contracts. UB staff will track each student's participation. However, merely attending an event does not automatically qualify a participant for a stipend. Students must **FULLY** participate in the activities attended.

In addition, money will be deducted from a stipend award based off of any behavioral penalties such as the following*:

1. Excessive late arrivals or early departures.
2. Sleeping in class.
3. Having no books or assignments or documents.
4. Not submitting required homework or assignments.
5. Not submitting necessary program forms.
6. Loitering and loud talking in and around halls and classrooms at GSU.
7. Cutting classes and Summer workshops.
8. Horseplay.
9. Using profanity.
10. Exhibiting disruptive behavior or disorderly conduct.
11. Disrespecting any staff member.
12. Inappropriate dress.
13. Fighting.
14. Harassment of any kind.
15. Stealing.
16. PDA.

***The program reserves the right to modify this list as deemed appropriate.**

Upward Bound Group Travel

Traveling as a group is a valuable part of the Upward Bound experience. An orientation will be held for students and parents/guardians prior to any Trip to discuss the learning objectives, travel itinerary, and permission forms. These travel forms must be returned to the Upward Bound office prior to the scheduled trip.

Upward Bound behavioral guidelines will be enforced during any UB sponsored trip. In addition to the stated Rules of Conduct, there are some additional standards that participants will be expected to follow. Appropriate disciplinary action will be the consequence of any infraction of these rules.

1. There will be no members of the opposite sex in any participants' room.
2. There will be an announced curfew, and from that time until the



announced time the next morning, students will be expected to stay in the assigned room and doors will be taped.

3. As representatives of the Upward Bound program, participants will conduct themselves as ladies or gentlemen at all times.
4. Dishonesty (stealing, lying, etc.) will not be tolerated. Participants will treat others, as well as property, with respect. This includes property of the hotel, other guests, staff, and peers. **Destruction of property will be the responsibility of the offending party and his/her family.**
5. Students will display appropriate behavior while visiting any hotel. Appropriate hotel behavior includes:
 - a. No running in the hallways.
 - b. No loud noises or loud talking in the hallways and bedrooms.
 - c. May congregate in two areas only, in the lobby or recreational facilities.



Section 4 –Upward Bound Dress Code and Technology Policy

Dress Code

Upward Bound maintains a dress code. While on campus or during any scheduled event, participants are required to represent the program positively through appropriate dress. In general, t-shirts and jeans are acceptable unless otherwise noted.

However, the following are not appropriate at any UB event*:

1. Crop tops, halter-tops and tube tops and any t-shirts exposing bare midriffs.
2. Improper or missing garments.
3. Shorts/skirts above the mid-thigh, unless worn with leggings.
4. Pants worn below the hips.
5. Pajamas or other “sleeping attire”.
6. Shirts, hats, or other articles of clothing or jewelry with profanity, inappropriate wording or artwork.
7. Caps, doo-rags, and/or hoods in classrooms, or other indoor venues.
8. Sunglasses are not to be worn during classes, meetings, formal programs, campus tours, etc.

Additional dress regulations may be imposed upon participants during special extracurricular activities.

***The program reserves the right to modify this policy as deemed appropriate.**



Technology

Cell phones have become a major distraction during UB events. This includes group meetings, formal programs, campus tours, etc. Cell phones are permitted, but the use during, or disruption of, UB events are prohibited. That means turn “OFF,” not “vibrate” while in classes; put away, not on the table - especially during tutoring.

Students receive adequate breaks in which phone calls or text messages may be returned. In case of emergencies, family members may contact the appropriate staff member, and a message will be passed to the student.

This policy extends to **IPODS, MP3 players, headphones** and other technology.

Consequences if policy not adhered to:

First offense = warning

Second offense = phone confiscated;

student retrieves at the end of the event.

Section 5 – Upward Bound Behavior Policies

Rules of Conduct

The GJTF Upward Bound program has established Rules of Conduct for all participants in the program. Each student is expected to adhere to this code which states that all students will:

1. Pursue learning and set high academic and personal goals.
2. Show respect for themselves, for other individuals, for other cultures and for the environment, both the human and natural.
3. Be role models with high standards of conduct, trustworthiness, and the ability to resolve conflicts peacefully.
4. Show accountability by taking personal responsibility for oneself and for the wellbeing of the program and community.
5. Respect:
 - a. the school environment as a place of learning;
 - b. others who are studying or attending class; and
 - c. staff – Upward Bound, GJTF, and others – when teaching, working, or interacting on campus.
6. Treat others - participants and staff - respectfully **at all times**. Racial or cultural slurs, bullying (physical, emotional, or cyber), and/or sexual harassment will be treated as a serious violation of this expectation.
7. During college visits and other group activities, show respect to speakers and guests by actively listening, displaying proper postures, asking questions, and showing interest in the presented topics.

If any participant violates any of the aforementioned guidelines, corrective action will be necessary. These policies are reviewed annually during fall orientation.

Student Behavior Guidelines

A strong desire to pursue higher education should be the aspiration of ALL students selected to participate in the program. The Upward Bound program is here to foster that goal and provide the tools necessary for students to not only succeed in high school, but in a post-secondary environment and beyond. The acquisition of knowledge is vital to each student's academic development.

Part of that process includes creating an environment that fosters learning, where students may pursue positive peer relationships, and connect his or her dreams with realistic post-secondary educational plans. If an environment is hostile or not conducive to learning, a student will not be able to achieve his or her dreams.

The Upward Bound program has established a set of guidelines to deal with behaviors and actions deemed inappropriate and a detriment to a positive learning environment. For clarity, following is a brief description of a few serious infractions that we deem a detriment to the mission of Upward Bound.

Disruptive Behavior

This behavior is defined as:

- 1) disrespectful, offensive, and/or threatening behavior;
- 2) interference or negatively impacting

- the learning activities of other students or the learning environment;
- 3) an impediment to the delivery of UB services; and
 - 4) refusal to participate in the learning environment.

Disruptive behavior includes physical, verbal, or psychological harassment; threatening, or acting abusively toward an instructor, staff member, or toward other students in any activity authorized by Upward Bound.

Harassment/Teasing/Instigating/Bullying/ Cyber-bullying

This behavior is defined as:

Pestering or tormenting another student, instigating a verbal or physical altercation, or teasing or bullying. Overt, repeated acts or gestures, including verbal or written communications, text messaging, Facebook, twitter, or other social networking websites; physical acts committed; or any other behaviors committed by a student or group of students against another student with the intention to harass, ridicule, humiliate, intimidate or harm the other student fall within this definition.

Infractions and Penalties

The following actions although not grounds for program dismissal will result in loss of stipends, trips, and/or disciplinary actions which may include probation:

1. Disrupting program activities, verbal abuse, or defying the authority of any UB or college staff member (*teacher, tutor, administrative staff, or GJTF staff.*)

2. Using profanity.
3. Displaying public affection (**PDA**) for someone. (*If such displays are made, the offending parties will be disciplined at the discretion of the staff.*)
4. Playing practical jokes and/or pranks at any time that result in injury.
5. Threatening physical injury to another person, whether a fellow student, staff member, or other outside person.
6. Gambling.
7. Stealing.
8. Cutting classes and/or workshops.
9. Harassment, teasing, instigating, bullying (physical or cyber.)

The following actions are grounds for immediate program expulsion WITHOUT prior warning:

1. Causing serious physical injury to another person, whether a fellow student, staff member, or other outside person.
2. Bringing alcoholic beverages and illegal drugs on campus at any time. (*This is against state law.*)
3. Possessing weapons (guns, knives, karate weapons, etc.) or fireworks.



Disciplinary Process

Upward Bound staff members will reinforce the policies and rules of the program by dealing with behavioral problems as they arise. Depending on the severity of the violation, disciplinary action may not necessarily occur in this order.

1. A verbal warning is the first step in dealing with serious violations of the rules of conduct.
2. A written warning is the second step in dealing with continued violations of the rules of conduct, or in dealing with offenses that warrant more than a verbal warning. The written warning will be given to both the student **AND** the parent or guardian.
3. The final step may be the dismissal of the student from the program (depending on the severity of the offense.) Prior to a dismissal, the student, parent, and Upward Bound staff will meet to discuss the possibility of immediate dismissal of the student. If continued participation is desired, a behavioral agreement between all parties may be established. Lack of adherence to this agreement will constitute a breach of contract, which will then result in dismissal.



Parent Support & Meetings (Chat & Chew)

Parents and guardians are an important part of every child's development. We recognize and value the role of a parent in a student's life and therefore encourage active involvement by our students' parents and/or guardians. To learn about student achievements, updates, upcoming activities, or to make suggestions and program improvements, parents are invited to monthly meetings. Parent meetings are held in a group setting and discussions/idea sharing is encouraged. Please mark your calendars for the following dates and times.

Upward Bound Parent Chat & Chew will take place on the 2nd Tuesday of each month

6:30 pm-7:30 pm

(Location TBA)

****dates subject to change****

How to be Involved

- Talk to your child about high school activities and assignments
- Discuss going to college and possible career field choices
- Encourage good study habits, including time management, and prioritizing
- Talk to the Program Coordinator about attending an Upward Bound Saturday Session
- Volunteer to chaperone field trips
- Communicate with Upward Bound staff, Upward Bound Coaches, counselors, and teachers
- Participate in monthly Upward Bound Parent Meetings
- Attend the End of the Year Awards Ceremony on (TBA)
-

Parent Resources

In addition to parent meetings and opportunities to be involved as a volunteer with the Upward Bound program, parents are provided a short list of helpful web resources to assist you with common questions about college preparation. Many additional resources are available through the Upward Bound office at GJTF.

The Gloria J. Taylor Foundation Upward Bound Program www.gjtf.org

The College Board (SAT/AP) www.collegeboard.org

The College Navigator www.nces.ed.gov/collegenavigator

Federal Student Aid www.studentaid.ed.gov

Financial Aid information (FAFSA) www.fafsa.ed.gov

Fastweb (scholarships) www.fastweb.com

Personality Inventory (Myers Briggs) www.humanmetrics.com/cgi-win/jtypes2.asp

SUMMER ACADEMY

To be CONSIDERED for participation in the annual Summer program and Summer trip, students **must have 212 points** and above. The number of students allowed in the Summer program and trip is 30 from TFN, 5 from TFS and 30 from RE, so only the top students (based on points) **may** be selected for the trip.

PLEASE NOTE: 212 points and above does not guarantee that you will be selected for the Summer Academy. Students who are selected but decide not to attend or cancels once final payment arrangements have been made, will not be eligible for future trips.

Students will not receive any written warnings for the program rule violations except for those given for improperly wearing or failure to wear their official GJTF-UB name badges (during the summer). Students who lose points during the last week of the Summer Program and/or during the summer trip will have those points deducted in the upcoming academic year.

- A. Not remaining with assigned group or class (**during summer**). This includes while walking to class, leaving the classroom, leaving the cafeteria, etc. **(Minus 5)**
- B. Not bringing materials/books/assignments to class (Summer). **(Minus 5)**
- C. Sleeping in class. **(Minus 5)**
- D. Not participating in group work or class discussion and/or failure to complete assignments when they are due. **(Minus 5)**
- E. Playing cards or other games in class. **(Minus 5)**
- F. Horse playing or pranks. **(Minus 10)**
- G. Chewing gum, eating or drinking in a classroom. **(Minus 5)**
- H. Inappropriate use of Internet including listening to music during class, inappropriate sites, IM (instant messaging) and email. **(Minus 5)**
- I. Cell phone used in the classroom, between classes. **(Minus 5)**
- J. Headphones/MP3 players/iPods used in the classroom or during program activities. Phones are not allowed unless with instructor approval. **(Minus 5)**
- K. Inappropriate dress (cut-offs or biking shorts; tank tops, spaghetti straps, low cut shirts showing cleavage; short/shirts showing midriff; see-through or excessively tight clothing; clothing with inappropriate artwork such as alcohol and tobacco advertisements, obscenities, or suggestive vulgarities on them; shirts or dresses with back exposed, halter top dresses, strapless dresses, clothing with cutouts showing excessive skin or underwear; sagging or low rise pants exposing undergarments; shorts, skirts or dresses above the knee; and any other inappropriate dress). Zipped sweatshirts must be opened enough to show program issued shirt.
- L. Head coverings (i.e. du-rags, bandanas, bonnets and except for caps. **(Minus 5)**

Name Badges Name Badges not worn or not in place on the front of the shirt in the chest area in a visible position. First/Second Offense **Warning** Third offense and thereafter **Minus 2 Pts**

As the year progresses, the students will lose points as follows:

Saturday School Absences (after 2 excused absences)	Minus 2 Pts
Summer absences (after 2 excused absences and 1 Thursday)	Minus 2 Pts
Saturday School/Summer Tardy/Leave Early	Minus 1 Pt.
Saturday School/Summer Late Pick Up (30 minutes late)	Minus 5 Pts

Exceptions:

- A. SAT examination
- B. Death in immediate family (Parent excuse or obituary necessary)
- C. Illness (Parent excuse necessary)
- D. Prior approval of school activity by the Program Coordinator or Director
(Only 2 excused absences for activities that are not for high school credit/grade)

Make Up Points (added to final total) Make Up Points must be completed no later than the last day of the Academic Year

- 1) **1 point** for each hour of voluntary tutoring after school (tutor signature and contact info. required) this means tutoring that is not required by the school.
- 2) **5 points** for an increase in cumulative grade point average over the last year's cumulative average.
- 3) **5 points** for reaching a 510 in Math on SAT (one time only).
- 4) **5 points** for reaching a 480 in English on SAT (one time only).
- 5) **5 points** for reaching a composite score of 990 on SAT (one time only).
- 6) **5 points** for having a 3.0 or above cumulative end of the year G.P.A.
- 7) **1 point** for an increase in post test score for each applicable course/class.
- 8) **2 points** other.

As an GJTF-UB student, I have read and understand the point system policy for the Gloria J. Taylor Foundation Upward Bound program. It is my responsibility to conduct my behavior accordingly.

As an GJTF-UB parent, I have read and understand the point system policy for the Gloria J. Taylor Foundation Upward Bound Program. I further understand that it is my responsibility, as his/her parent or guardian, to encourage my child's active participation and attendance in the Program so that he/she will accomplish his/her goals of a post-secondary education.

***** this form must be signed and promptly returned to GJTF or you may be dismissed from the program. *****

_____	_____	_____
Student Name (Print)	Student Signature	Date
_____	_____	
Parent Signature	Date	

Service to the Community

Upward Bound students will have the opportunity to participate in projects throughout the community and earn Student Service Learning (SSL) credit. This may include:

- Habitat for Humanity
- Nursing homes
- Charity Walks
- Relay for Life
- Donation Drives
- Rubbish Roundup
- Local clean-ups

Student Leadership

The Upward Bound program will enable students to think outside the box, and encourage discussion and diversity. Upward Bound fosters an atmosphere where students can learn from one another and have the opportunity to become a leader. Some Upward Bound activities will include group work, which will also build student leadership.

Student Surveys

Students in the Upward Bound program will periodically be asked to complete anonymous surveys through Survey Monkey to help ensure that the program provides the best quality services to all participants. Surveys will request student feedback, comments, and suggestions in order to make improvements to the program. The surveys will be administered by Upward Bound staff online.

Conclusion



As stated previously, being a part of the Upward Bound program is a **privilege** and much is expected from a UB student. While participants are encouraged to take advantage of the many cultural and social support services offered, this is an academic program with the main focus of providing the necessary skills to succeed in and beyond high school.

Each participant is expected to read this handbook carefully and adhere to all of the policies stated throughout the handbook.

THE GLORIA J. TAYLOR FOUNDATION

“Preparing Our Future For the future”

900 Ridge Rd. Suite 3SE Homewood, Illinois 60430 • 708-960-0859 • WWW.GJTF.ORG

A 501(c)(3) not for profit Organization



