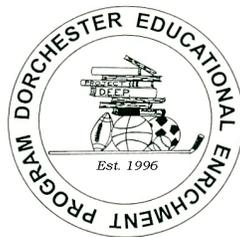


The Student's Guide to

Project D.E.E.P.

The mission of the program is to foster the educational, athletic and social growth and development of middle school children of all races, creeds and ethnic backgrounds throughout the Dorchester community.



One-On-One Tutorial Program

Project D.E.E.P. sets out to achieve its mission by offering students throughout the Dorchester community one-on-one specialized tutoring services provided in a structured venue where community members and educational entities can participate in the academic development of our youth. Each student is matched with a tutor and the pair is required to meet at the Leahy-Holloran Community Center once a week for 90 minutes. Our tutors are volunteers from all over the community as well as from high schools throughout the Greater Boston area.

Program Overview:

- Project D.E.E.P. requires a \$50 fee per child at sign-ups. This fee will go towards the ***Celebrate Dorchester Calendar campaign***, for which every child will receive five calendars to sell at \$10 each. Proceeds from the campaign are considered compensation for the original fee.
- Once each student is paired with a tutor, the pair will set a time that is mutually convenient for both to meet **once a week for 90 minutes**. During this time students are required to work on either school assignments or reading and writing work for Project D.E.E.P., so **come prepared!**
- Being a community service based program, our hope is that through Project D.E.E.P. each student will graduate our program with a better understanding of the values and rewards of giving back to our community. With this in mind, we require that each child participate in **AT LEAST ten hours of community service throughout the year**. (Opportunities will be posted in the office, but you are welcome to fulfill the hours volunteering for any service you know of, so long as it is approved by the D.E.E.P. staff). **Only service that is completed between November 3, 2014 and April 30, 2015 will be accepted.**
- In addition to the weekly one-on-one tutorial element, Project D.E.E.P. hopes to improve upon the basic academic skills of each student. To attain this goal we require each student to submit a series of creative writing essays, at the student's convenience. We will provide eight thought-provoking topics and require **five** to be submitted for grading **before the end of the program**. The remaining three may be submitted for extra credit points.
- Based on performance in each separate element of the program—one-on-one tutorial, creative writing essays, community service—each student will receive any number of allotted points. These points are totaled at the end of the year and any student who receives a **minimum of 50 points** will receive a scholarship towards a sports **summer camp!**

A More Thorough Breakdown of the Program

I. TUTORIAL ELEMENT

The main focus of the one-on-one tutoring element is for the student to come out of the program with enhanced study skills and improved grades. For this to be achieved we ask that the student come to each session prepared and ready to work. It is important that the student take advantage of the one-on-one time by working diligently and asking good questions to promote a better understanding of the subject matter.

When each student registers for Project D.E.E.P., they will receive a tutorial journal. We require this notebook to be brought to each tutoring session in addition to school assignments, as it will be used to help the tutor track the student's organizational and study skills and academic progress. Each entry should include the following:

- Day and Date
- Subjects and assignments
- Any important notes regarding school/Project D.E.E.P.

We also encourage students to use this notebook to brainstorm upcoming creative writing essays, or taking notes relating to any "tutor-approved" outside reading, i.e., new vocabulary and definitions.

Expectations of the Students:

- We value your time here and hope to make the most of your ninety minutes each week. To that end, we ask that you arrive on time and bring all necessary items with you that you will need to work diligently for your full ninety minutes including a positive attitude and a willingness to learn.
- We require that each student **sign in** at the office upon arrival to ensure that they are present and paired with their tutor in a timely manner. If you are unable to make your session, please call in advance so that your tutor may be notified and is not inconvenienced by showing up for no reason. **It is our suggestion that you exchange contact information with your tutor so that you can possibly schedule a make-up session for another day.**
- More than **five** absences, frequent tardiness or misbehavior in the assigned tutoring room will result in a re-evaluation of your commitment to Project D.E.E.P. and may result in your expulsion from the program with no refund.
- Project D.E.E.P., by its very nature, has a mentoring component as well. Many, many, long term friendships have their roots in Project D.E.E.P. As with any friendship, mutual respect is its foundation. Please show respect at all times towards your tutor, the staff and the other students and tutors in the program. It is essential to the success of every student that the assigned tutoring room is quiet and left clean and orderly for the next sessions.

- All students must comply with the obligations listed in the student contract.

II. CREATIVE WRITING ELEMENT

The creative writing element of the program provides an opportunity for the students to grow as writers. Being able to write well is a skill all students should possess. Students in Project D.E.E.P. will have a chance to sharpen this skill early on in their academic career through the creative writing essays. Our goal is for each student to become more articulate, more confident, and more powerful in their writing. To accomplish this goal we will require each student to **submit five essays** before the end of the program. We will provide eight thought-provoking topics, and students may choose the topics that most interest them.

A basic outline of how the monthly essay will be handled is as follows:

- Each student will receive a list of eight essay topics (attached to this packet). Students are required to turn in **a thoughtful, well-written essay on five of these topics** at their earliest convenience (must be before the end of the program).
- Every essay must be **typed**, consist of an **introduction/body/conclusion**, and must be completed in no more than **five paragraphs**.
- As a heading for each essay, we require that student to include: **Name, Grade, and Essay Number** (each essay will be numbered).
- Students are encouraged to bring in essay drafts for help with brainstorming, and for their tutor to **proof-read**.
- Essays will be graded by the Project D.E.E.P. staff and points will be awarded based on **quality of writing**. In the past, we have even had some outstanding essays published in the Dorchester Reporter.
- As previously stated, the remaining three essay topics may be submitted for extra credit points

III. COMMUNITY SERVICE

Project D.E.E.P. relies heavily on the graciousness of the local community in order to survive. Several politicians, businesses, and corporations in the Dorchester area have supported Project D.E.E.P., frequently donating money to the program to defray the cost of school supplies and summer camp scholarships. Many of the Project D.E.E.P. tutors come from the local area. Moreover, every tutor for the program is a volunteer. This type of generosity is highly valued and appreciated at Project D.E.E.P. Our hope is to instill in our students the value of community service.

The community service element provides opportunities for our students to learn how important giving back to the community truly is. We require each student to participate in **AT LEAST ten hours of community service throughout the year**. Students are welcome to find opportunities to volunteer on their own, but they must be approved by the D.E.E.P. staff. We will also keep up-to-date opportunities posted in the office throughout the year. **Community Service Verification Forms must be filled out and signed by the person who received the service**. No summer camp scholarship will

be awarded unless the student has met their community service requirement. **Only service that was completed between November 3, 2014 and April 30, 2015 will be accepted.**

EARNING POINTS

In order to monitor the students' performance throughout the year each student will be given points based on the effort he/she puts forth as part of Project D.E.E.P. All of the students in the program and their corresponding point totals will be listed on the **Depth Chart** outside the office. The points will determine eligibility for a scholarship to a summer camp—a minimum of 50 points earns a scholarship.

The point system works like this:

- **One** point simply for showing up to the tutoring session—that means no tutorial journal, and no sign of effort;
- **Two** points for showing up prepared and ready to learn, but without much work in the reading and writing notebook;
- **Three** points for showing up with everything: tutorial journal filled out, reading and writing notebook fully maintained, and a good deal of effort put forth during the session; no more than three points will be given (unless the student has completed a book);
- **Five** points for reading an entire book, while consistently making thoughtful, weekly entries into the reading and writing notebook;
- Points will also be awarded for the Monthly Essays, but they will range from one to six points, depending on the quality of the essay (these points will be awarded by Project D.E.E.P. staff only).

Ways for Students to Earn Extra Points!

- The students can earn extra points by submitting an essay on the extra three topics. Each essay is worth up to six points, therefore students can earn up to eighteen extra points.
- We encourage students to choose books outside of their school reading lists. Extra points can be earned if the student completes a summary of any books read (books must be approved by tutors).
- Creative writing is encouraged as a way to write expressively beyond the guidelines of the standard book report. Here are some ideas for essays that would be another great way for students to earn extra points:
 - A short fictional entry based on the book, in which the student might choose to continue the story
 - An interpretation of the author's theme (what is the author really trying to say?)
 - An essay comparing the main character to someone from current events;
 - An essay telling what the student might have done if he/she were the main character of the book.