

Mentors, Mindsets & Role Models

PARENT-TO-PARENT MENTORING

Region One ESC GEAR UP Project

University of Texas-Pan American

GEAR UP Project

Edinburg, Texas



Texas GEAR UP Promising Practice

This program has been recognized as a Texas GEAR UP Promising Practice by the Texas Education Agency and Texas GEAR UP. The model is featured in the 2009 "Mentors, Mindsets & Role Models" toolkit designed to assist schools, districts, and community groups in their efforts to create or expand mentoring opportunities.

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www.texasgearup.com

Parental Involvement

Purpose

The UTPA GEAR UP Project strives to prepare students to excel and graduate from high school and ultimately enroll in a post-secondary institution. Parents must be involved in this process to offer support, understanding, guidance, and motivation, even if they did not go to college themselves. Education is a great equalizer in our society and through education and awareness provided by GEAR UP, parents will be empowered to support their children's education, assist in college preparation, visit and participate in school functions, and provide a nurturing environment for their children. Under the coordination of the GEAR UP Family and Community Outreach Coordinator and the GEAR UP Family Liaisons, wide-ranging services for parents will be offered.

Program Implementation

The UTPA GEAR UP Family and Community Outreach Coordinator monitors and supports the successful implementation of the Parental Involvement Program through initiatives that are aligned to the GEAR UP Project objectives for this component.

The following requirements are to be met by the GEAR UP Family Liaison at each campus site:

- Monthly parent meetings (using NHI modules) are to be conducted in the morning and evening by the GU Family Liaison with the support of the GU Coordinator. It is recommended that the GU Coordinator be present in all parent meetings. Advanced planning should include agendas, sign-in sheets, refreshments, preparation of content of presentation, equipment set up, and any other necessary coordination.
- Monthly campus-initiated activities (see attachment of suggested activities) are to be conducted by the GU Family Liaison with the support of the GU Coordinator. GU Coordinator must be present in all parent activities. Advanced planning should include agendas, sign-in sheets, refreshments, preparation of content of presentation, equipment set up, and any other necessary coordination.
- Conduct home visits to reach out to new GU parents. (GU Coordinator must be made aware of which household you will be visiting) District travel policy is to be followed.
- Offer weekly ESL classes.
- Refer and assist (time and effort or financially) GU parents to district's GED classes and keep track of parents' attendance.
- Make phone calls to parents to invite, motivate, and inform of GU events.
- GU Liaison and their Platicadoras must attend ALL Las Platicas Academy meetings offered by UTPA GEAR UP office.
- Read UTPA Weekly Update.
- Enter services rendered in GU database regularly.
- Read email daily.
- Keep monthly logs. (Parent meetings, home-visits, and phone calls)

- Meet with the GEAR UP Campus Coordinator and UTPA Academic Advisor on a weekly basis to discuss upcoming events, plan weekly activities, review services provided by campus, and other Project information.
- Submit detailed weekly activity plans to GU Coordinator and UTPA GU Advisor every Monday by 5 pm.
- Attend all UTPA GEAR UP meetings and training sessions as scheduled.
- Maintain an updated record keeping system by which original copies of all meeting sign in sheets, agendas, contact logs that include home visits, phone calls, and office visits, time and effort weekly plans, and mail-outs, etc. will be readily accessible for periodic records review by campus, district, and/ or UTPA GEAR UP staff. All service data submitted electronically must be supported with hard data.
- Recruit one parent for every 100 students in the campus cohort to enroll and complete a 15 clock hour Las Platicas Academy to be held at UTPA. Once graduating from the Las Platicas Academy, parents will be known as *Platicador(a)* and work hand in hand with the Family Liaison to share GEAR UP information with other parents in the community.
- Provide ALL of the following services to parents:
 - **Academic Awareness on Assessments**
 - **Academic Awareness on Rigorous Coursework**
 - **College Visit**
 - **Community-Volunteering**
 - **Counseling/Advisement on College Planning**
 - **Family Involvement Activities**
 - **GEAR UP Awareness**
 - **Literacy-Computer Training**
 - **Literacy-GED**
 - **Workshops on Other Topics**
 - **Workshops on College Preparation**
 - **Counseling/Advisement on Financial Aid**
 - **Counseling/Advisement on Other Topics**
 - **Literacy-ESL**
 - **Literacy-Biblioteca**
 - **Literacy-Other**
 - **Community-Leadership Development**
 - **Academic Awareness on Other Topics**
 - **Other services as assigned**

UTPA GEAR UP Family Liaison

The GU Family Liaison at each campus will focus on serving parents of GEAR UP students. The Family Liaison will work under the supervision of the campus Principal and GEAR UP Coordinator with the support of the UTPA Project staff. The Liaison **will not** be assigned extra duties that are not aligned with UTPA GEAR UP goals and objectives, such as classroom substituting, duty, or any other activity that is not directly related to GEAR UP students and parents.

Description of Job Responsibilities

Parent Meetings - Parent meetings will be offered monthly. Each meeting will have two sessions, morning and evening, to accommodate working parents. Meetings will be conducted using the NHI modules provided. A Parent Meeting log will be kept and turned in monthly to FCO Coordinator.

Campus Initiated Activities - Campus Initiated Activities will be offered monthly. Activities must be aligned with GEAR UP services (see attachment of suggested activities).

Home Visits - Home visits will be conducted regularly to reach out GU parents. (As a professional courtesy, GU Coordinator must be made aware of which household you will be visiting) District travel policy is to be followed. A Home-Visit log will be kept and turned in monthly to FCO Coordinator.

ESL Classes - ESL classes will be offered at different times. A computer lab will be available for parents to use the curriculum provided.

GED Classes - GED services will be offered through referral service to each districts' GED program or to Region One's programs. Each campus will fund for the GED exams for their cohort parents.

Las Platicas Academy - Parent meetings will be offered monthly, conducted by Platicadoras, with the active support from the GU Family Liaison, using provided curriculum.