



**CONCEPT YOUNG SCHOLARS PROGRAM  
STUDENT & PARENT HANDBOOK**

2019-2020

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# CONCEPT YOUNG SCHOLARS PROGRAM

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## Empowering Future Generations

The MISSION of the Concept Young Scholars Program (CYSP) is to improve the students' academic success, prepare them for college, develop strong character, nurture and empower students through Personal Development, Community Service, Physical Activities and Educational Adventures.

We ENVISION that CYSP's structure and devoted, nurturing community build self-motivated, eager learners who are prepared for the future and ready to lead a successful life.

Concept Young Scholars program, better known as CYSP is a multifaceted program that guides, recognizes and rewards progress. This program allows CYSP scholars to build character while strengthening and empowering their experiences and preparing them for their future endeavors.

CYSP scholars must set their goal at the beginning of the school year to achieve a bronze, silver, or gold status. At the end of the year, each scholar that has accomplished their status will receive a medal in recognition of their efforts and hard work throughout the year.

### **Program Overview:**

Students who commit to the CYSP program will be engaged in a systematic process that guides, recognizes, and rewards their progress. The program encourages activities such as academic competitions, college trips, and excursions.

Once students successfully register for the CYSP program, they will be asked to select an advisor. If the selected advisor is unavailable, students (will call scholars) will be assigned to other advisors by the school CYSP coordinator. advisors will assist in planning activities, monitoring progress, and setting goals in the following areas:

- Personal Development
- Community Service
- Physical Fitness
- Educational Adventure

Scholars will be awarded Gold, Silver and Bronze medals and certificates at an awards ceremony held at the end of the school year. Completing the requirements for CYSP and taking advantage of educational and experiential opportunities allow scholars to build stronger portfolios for their future careers.

### **Portrait of CYSP Scholar?**

CYSP scholars are the future leaders who build relationships and understand the importance of serving others in order to inspire action and accomplishment.

They have a sharp observation and keen interest in learning new things and ask questions to clarify what they have understood when the teacher is teaching.

They have a deep sense of respect for societal norms and the law of the land.

They always take responsibility for their acts and remain in pursuit of knowledge.

They are respectful and moral people with the courage to uphold and act upon the highest standards of ethical behavior.

They are engaged citizens who respect people's differences and are mindful of interconnectivity.

They are adaptable, resourceful and creative in the challenges of an increasingly complex world.

They demonstrate empathy, compassion, and respect for others.

They focus on character building and developing a balanced personality.

They persist to accomplish difficult tasks and to overcome academic and personal barriers to meet their goals.

They apply effective reading skills to acquire knowledge and broaden perspectives.

### **Who is CYSP advisor?**

Any staff member can serve as an advisor for the CYSP program. Staff members can volunteer to serve as advisors and work with scholars to help them complete CYSP program requirements. Advisors have a critical role in CYSP scholars' success in the CYSP program. In an effort to effectively train CYSP scholars, advisors regularly meet their scholars while they set achievable goals for CYSP scholars. Together, CYSP scholars and their advisors draw a path together and determine best practices for CYSP scholars to reach their goals. As an effective performance measurement effort, CYSP scholars log their actions regularly on the Concept Schools database. Advisors assist the scholars in drafting the details of logbooks and choosing appropriate activities and practices. If a scholar fails, his or her advisor encourages and guides him in entering the logs. The information gathered on the database as a result of log entry serves as proof that a scholar has completed the CYSP requirements.

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## ***CYSP PROGRAM AREAS***

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### **PERSONAL DEVELOPMENT:**

Scholars set goals to maximize their potential with the assistance of advisors who help at every stage of planning to reach goals and enable personal development. The personal development areas may include the following:

- Progress Monitoring
- Participating in Extra-Curricular Activities
- Character Education
- Enhancing Reading & Writing Skills

- Weekend & Enrichment Program
- Standardized Test Preparation / Tutoring
- College & Scholarship Applications

#### COMMUNITY SERVICE:

Instilling the importance of public service and social responsibility to CYSP scholars is an essential role of the program. To introduce the importance of helping their community is a crucial part of the scholars' early development. With awareness for public service and community work, our scholars will gradually learn the benefits of giving their time to create a better environment for everyone. The Voluntary Public Service areas may include the following:

- Community Service
- Peer Tutoring

#### PHYSICAL FITNESS:

Nurturing a healthy lifestyle is an important aspect of the CYSP program. Scholars will improve their quality of life through participation in fitness activities. CYSP will challenge scholars to set and achieve a measurable goal in physical activities. The Physical Fitness areas may include the following:

- Personal Physical Activities
- Healthy Food & Drink Choices

#### EDUCATIONAL ADVENTURES:

The purpose of Educational Adventures is to develop in scholars a spirit of adventure and discovery. Organizing, planning, training, and completing this area requires self-reliance, determination, and cooperation. These trips are designed to further expose students to various outdoor activities while broadening their social experience. The Educational Adventures areas may include the following:

- Overnight Activities
- Trips & Camps
- Cultural Exposure
- College & University Visits
- College Readiness & Career Exposure

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## ***CYSP FOR SENIORS***

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CYSP has initiated an exciting partnership with Future Institute to build a college scholarship fund for Senior CYSP scholars. CYSP Bonus activities are designed for participating scholars to improve their leadership skills and plan for college success. The program starts in 12th grade and requires CYSP scholars to commit to enrolling in the Future Fund Program (FFP) over the course of their college degree or career program pursuit.

Scholars who are committed to completing program requirements will receive a scholarship fund of \$2,000 per year upon successful completion of the Future Fund Program (FFP) requirements after high school.

Please feel free to contact to her get more information about the Future Fund Program.

**Iara Arai Aldape**

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## ***CYSP PLUS CATEGORIES***

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Harvard University researchers indicate that family engagement is critically important to student achievement by

- Improving children's literacy
- Promoting high-quality work habits and task orientation

- Preparing youth for college
- Supporting the development of social skills
- Increasing high-school

graduation rates, especially students from diverse ethnic and economic backgrounds.

With parents' involvement, parents will have a better understanding of the advisor's job and the importance of CYSP program.

CYSP program has “plus” categories with parent engagement; Bronze Plus, Silver Plus , and Gold Plus. The Plus categories are added to encourage parent engagement and participation in school activities and their scholars' events. This component is not mandatory to achieve any of the three medals but will earn special recognition for the scholars that meet the requirements of this component. All 5<sup>th</sup> to 12<sup>th</sup> grade parents or legal guardians are welcome to join the CYSP program. We encourage CYSP parents to participate in a variety of in-school and out of school CYSP-related activities as well as school functions and events with their children based on the chart below. Scholars will also earn plus recognition and extra prizes if their parents are recognized.

CYSP Plus	Goal
<p style="text-align: center;"><b>Parent Engagement</b></p> <ul style="list-style-type: none"> <li>• Attending CYSP Progress-Monitoring Meetings</li> <li>• Attending College &amp; University Visits</li> <li>• Participating in CYSP Community Service Events</li> <li>• Engaging in School Programs</li> </ul>	<p><b>5 times</b></p>

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### ***Advisor/Scholar:***

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Advisors work with scholars to help them complete their individual goals. CYSP coordinators introduce the CYSP program to the staff and volunteers from the staff can sign up to the program to become advisors. Advisors check the activities logged into the Concept database by students and help the students if they experience problems or difficulties logging in the activities they have completed. The information in the database will serve as proof that the student has completed the necessary requirements.

Any 5<sup>th</sup> to 12<sup>th</sup> grade students can become a scholar. The scholars will be responsible for meeting with their advisors to inform them of their progress. Scholars can choose their advisor at the beginning of the program from the list of available staff members. Any changes may be made at the discretion of the CYSP coordinator as needed.

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### ***Informational Sessions for Parents and Students:***

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Once the academic year starts, schools have up to three weeks to inform students and their parents about CYSP and acquaint them with the program. The program booklet and all necessary forms will be provided by the central office.

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### ***Scholars Admission Process:***

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- There is no requirement for students to join the CYSP program.
- Students should choose an advisor and submit their application form.
- Advisors who run Advanced Study Teams may use the same requirements that they have set up for their teams for their CYSP groups also.
  - Advisors may establish a limit for their groups (the suggested number of students per advisor is 3 at least and 6 at most).



- CSYP coordinators and advisors set all CYSP groups.
- If a student does not name an advisor or if an advisor has reached the maximum number of their group's limit and cannot accept more students, CYSP coordinators can assign the student to any available CYSP advisor

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### *CYSP Kick-off:*

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- Schools organize a meeting for their scholars to explain the program details, requirements for medals and expectations.
- Next, CYSP advisors have their first progress monitoring meeting with their scholars individually or as a group.

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## *Summary of Program Requirements*

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Students will complete the minimum requirements for a bronze medal first, then they reach a certain point to get their silver and gold rewards and complete the program.

Each activity will have a certain point when the students completed and logged activities their points will show up on their report card.

Each grade level and medals have different goal points. Even if the students reach the goal point they have to complete bronze requirements for each category and grade level to get their award.

### **Bonus Activities:**

Bonus activities help students reinforce other CYSP activities and provide them more flexibility and ease in the successful completion of the overall CYSP program.

These activities have no minimum requirement.

All CYSP (student and parent) ACTIVITIES SHOULD BE DONE OUT OF CLASS TIME!!!  
(except all school organized college and in-town/out of town trips, peer tutoring).

Only activities completed or performed after school, on weekends or during lunch break and advisory time will be accepted as a CYSP activity.

\*\*\* ACTIVITIES (test, tutoring, fitness, character education, meeting, etc.) DURING CLASS TIME, CAN NOT BE CONSIDERED AS A CYSP STUDENT/PARENT ACTIVITY \*\*\*

*The requirements of the CYSP program for the 5<sup>th</sup> & 6<sup>th</sup> grades are outlined in this chart.*

### CYSP 2019-2020 5<sup>th</sup> & 6<sup>th</sup> Grades

Requirement	Unit	Max # Unit (Cap)	Point-per unit	Bronze Min Require ment	Total Point for Bronze Minimum
Progress Monitoring	<i>Count</i>	30	8 pts	8	64 pts
Participating in Extra-Curricular Activities	<i>Session(40')</i>	80	5 pts	10	50 pts
Character Education	<i>Count</i>	30	10 pts	4	40 pts
Enhancing Reading & Writing skills	<i>Count</i>	30	8 pts	2	16 pts
Weekend & Enrichment Program	<i>Day</i>	20	20 pts	0	0 pts
Standardized Test Preparation / Tutoring	<i>Session(40')</i>	80	4 pts	20	80 pts
College / Scholarship application	<i>Count</i>	10	5 pts	0	0 pts
Community Services / Peer Tutoring	<i>Hour(60')</i>	30	8 pts	1	8 pts
Personal Physical Activities	<i>Hour(60')</i>	60	3 pts	10	30 pts
Overnight Activities	<i>Night</i>	15	30 pts	0	0 pts
Cultural Exposure	<i>Day</i>	10	10 pts	0	0 pts
In Town Trip	<i>Day</i>	5	8 pts	1	8 pts
Out of Town Trip	<i>Day</i>	10	20 pts	0	0 pts
College & University Visit	<i>Day</i>	5	12 pts	0	0 pts
College Readiness & Career Exposure	<i>Count</i>	10	5 pts	0	0 pts
Bonus Activity 1 (contests)	<b>Count</b>	1	100 pts	0	0 pts
Bonus Activity 2 (contests)	<b>Count</b>	1	100 pts	0	0 pts

Total Bronze Points

**296pts**

Silver	<b>700 pts</b>
Gold	<b>1000 pts</b>

The requirements of the CYSP program for the 7<sup>th</sup> - 8<sup>th</sup> grades are outlined in this chart.

### CYSP 2019-2020 7<sup>th</sup> & 8<sup>th</sup> Grades

Requirement	Unit	Max # Unit (Cap)	Point-per unit	Bronze Min Requirement	Total Point for Bronze Minimum
Progress Monitoring	<i>Count</i>	30	<i>8 pts</i>	8	64 pts
Participating in Extra-Curricular Activities	<i>Session(40')</i>	80	<i>5 pts</i>	10	50 pts
Character Education	<i>Count</i>	30	<i>10 pts</i>	4	40 pts
Enhancing Reading & Writing skills	<i>Count</i>	30	<i>8 pts</i>	2	16 pts
Weekend & Enrichment Program	<i>Day</i>	20	<i>20 pts</i>	0	0 pts
Standardized Test Preparation / Tutoring	<i>Session(40')</i>	80	<i>4 pts</i>	20	80 pts
College / Scholarship application	<i>Count</i>	10	<i>5 pts</i>	0	0 pts
Community Services / Peer Tutoring	<i>Hour(60')</i>	30	<i>8 pts</i>	2	16 pts
Personal Physical Activities	<i>Hour(60')</i>	60	<i>3 pts</i>	15	45 pts
Overnight Activities	<i>Night</i>	15	<i>30 pts</i>	0	0 pts
Cultural Exposure	<i>Day</i>	10	<i>10 pts</i>	1	10 pts
In Town Trip	<i>Day</i>	5	<i>8 pts</i>	1	8 pts
Out of Town Trip	<i>Day</i>	10	<i>20 pts</i>	0	0 pts
College & University Visit	<i>Day</i>	5	<i>12 pts</i>	0	0 pts
College Readiness & Career Exposure	<i>Count</i>	10	<i>5 pts</i>	0	0 pts
Bonus Activity 1 (contests)	<b>Count</b>	1	<b>100 pts</b>	0	0 pts
Bonus Activity 2 (contests)	<b>Count</b>	1	<b>100 pts</b>	0	0 pts

Total Bronze Points

**329 pts**

Silver	<b>750 pts</b>
Gold	<b>1200 pts</b>

The requirements of the CYSP program for the 9<sup>th</sup> -11<sup>th</sup> grades are outlined in this chart.

### CYSP 2019-2020 9<sup>th</sup> 10<sup>th</sup> & 11<sup>th</sup> Grades

Requirement	Unit	Max # Unit (Cap)	Point-per unit	Bronze Min Requirement	Total Point for Bronze Minimum
Progress Monitoring	<i>Count</i>	30	8 pts	8	64 pts
Participating in Extra-Curricular Activities	<i>Session(40')</i>	80	5 pts	10	50 pts
Character Education	<i>Count</i>	30	10 pts	4	40 pts
Enhancing Reading & Writing skills	<i>Count</i>	30	8 pts	2	16 pts
Weekend & Enrichment Program	<i>Day</i>	20	20 pts	0	0 pts
Standardized Test Preparation / Tutoring	<i>Session(40')</i>	80	4 pts	20	80 pts
College / Scholarship application	<i>Count</i>	10	5 pts	0	0 pts
Community Services / Peer Tutoring	<i>Hour(60')</i>	30	8 pts	2	16 pts
Personal Physical Activities	<i>Hour(60')</i>	60	3 pts	15	45 pts
Overnight Activities	<i>Night</i>	15	30 pts	0	0 pts
Cultural Exposure	<i>Day</i>	10	10 pts	1	10 pts
In Town Trip	<i>Day</i>	5	8 pts	0	0 pts
Out of Town Trip	<i>Day</i>	10	20 pts	1	20 pts
College & University Visit	<i>Day</i>	5	12 pts	1	12 pts
College Readiness & Career Exposure	<i>Count</i>	10	5 pts	0	0 pts
Bonus Activity 1 (contests)	<b>Count</b>	1	100 pts	0	0 pts
Bonus Activity 2 (CA)	<b>Count</b>	1	100 pts	0	0 pts

Total Bronze Points

**353 pts**

Silver	<b>800 pts</b>
Gold	<b>1300 pts</b>

The requirements of the CYSP program for the 12<sup>th</sup> grades are outlined in this chart.

### CYSP 2019-2020 12th Grade

Requirement	Unit	Max # Unit (Cap)	Point-per unit	Bronze Min Requirement	Total Point for Bronze Minimum
Progress Monitoring	<i>Count</i>	30	<i>8 pts</i>	8	64 pts
Participating in Extra-Curricular Activities	<i>Session(40')</i>	80	<i>5 pts</i>	0	0 pts
Character Education	<i>Count</i>	304	<i>10 pts</i>	2	20 pts
Enhancing Reading & Writing skills	<i>Count</i>	30	<i>8 pts</i>	1	8 pts
Weekend & Enrichment Program	<i>Day</i>	20	<i>20 pts</i>	0	0 pts
Standardized Test Preparation / Tutoring	<i>Session(40')</i>	80	<i>4 pts</i>	0	0 pts
College / Scholarship application	<i>Count</i>	10	<i>5 pts</i>	2	10 pts
Community Services / Peer Tutoring	<i>Hour(60')</i>	30	<i>8 pts</i>	4	32 pts
Personal Physical Activities	<i>Hour(60')</i>	60	<i>3 pts</i>	10	30 pts
Overnight Activities	<i>Night</i>	15	<i>30 pts</i>	0	0 pts
Cultural Exposure	<i>Day</i>	10	<i>10 pts</i>	0	0 pts
In Town Trip	<i>Day</i>	5	<i>8 pts</i>	0	0 pts
Out of Town Trip	<i>Day</i>	10	<i>20 pts</i>	0	0 pts
College & University Visit	<i>Day</i>	5	<i>12 pts</i>	1	12 pts
College Readiness & Career Exposure	<i>Count</i>	10	<i>5 pts</i>	1	5 pts
Bonus Activity 1	<b>Count</b>	1	<b>100 pts</b>	0	0 pts
Bonus Activity 2	<b>Count</b>	1	<b>100 pts</b>	0	0 pts

Total Bronze Points

**151 pts**

Silver	<b>300 pts</b>
Gold	<b>550 pts</b>

# Explanations, Examples & Entries

## PERSONAL DEVELOPMENT

### PROGRESS MONITORING

*Progress monitoring is used to assess students' performance; check students' prior tasks, providing meaningful feedback and assigning new weekly tasks/goals. Research has shown that when teachers utilize this tool effectively, students benefit more, their decision making improves, and students become well aware of their own performance.*

Progress Monitoring is one of the essential requirements of the CYSP program. We as advisors must follow our scholar's progress and guide them to plan all activities throughout the year.

Advisors must meet CYSP scholars on a regular basis to review past progress and give scholars new goals for future activities.

There should be at least one week between two progress monitoring meetings; this can happen individually or in a group. Scholars cannot have progress meetings with other advisors.

This category is mandatory for all students. The point value allocated to this category is 8 points. The maximum Progress Monitoring Meeting entries allowed for each student are up to 30 times throughout the school year.

#### **Examples:**

- A group meeting at school.
- A group meeting out of school such as at a public library, McDonald's, Starbucks, etc.

- An individual meeting in school, during lunch, after school, or on weekends.
- An individual meeting during a scholar's home visit with his/her parent(s).

**The entry to Log:**

Scholars enter their progress monitoring meetings log in their Concept SIS student account under CYSP tab as "Progress Monitoring".

### PARTICIPATING IN EXTRA-CURRICULAR ACTIVITIES

*Extra-curricular activities help challenge and give students the opportunity to develop new skills outside of class. Specifically for High school students, extra-curricular activities can help during their college application process. Activities include arts, athletics, clubs, employment, personal commitments, and other pursuits.*

Extra-curricular activities are a variety of after school programs. We accept out of school programs as well. 3 major categories are clubs, advanced study teams, and sports teams.

These activities can be school or community-related teamwork and, should be led by a coach, teacher or supervisor. If activities performed out of school, proof of completion is necessary.

This category is mandatory for most students and optional for seniors. The point value allocated to this category is 5 points. The maximum Extra-curricular activity entries allowed for each student are up to 80 sessions throughout the school year. This applies to all who participate in this activity.

**Examples:**

- Language Club, Dance Club, Math Club
- STEM Team, Robotics Team, Soccer Team



**The entry to Log:**

Scholars enter their extra-curricular activities information in their Concept SIS student account under the CYSP tab as “Participating Extra-Curricular Activities”.

### CHARACTER EDUCATION

*Character education are sessions that are designed and delivered in a manner that will help students develop variously as moral, civic, well mannered, behaved, non-bullying, healthy, critical, successful, traditional, compliant and socially acceptable beings.*

Character education is a teaching method that fosters the development of ethical and responsible individuals by teaching them about the good values that people should have. It teaches the students the values of caring about other people, honesty, responsibility, and other important traits that make for an upstanding young adult.

Basic character education lessons for advisors are available on the CYSP website (<http://cysp.us/character-education/>). advisors perform provided character education lessons with their scholars and assign them related work with the topics.

This category is mandatory for all students. The point value allocated to this category is 10 points. The maximum Character education entries allowed for each student are up to 30 times throughout the school year.

**Examples:**

- A group lesson with a teacher or instructor about a character lesson.

**The entry to Log:**

Scholars enter their character education information in their Concept SIS student account under CYSP tab as “Character Education”.

### ENHANCING READING & WRITING SKILLS

*Reading helps develop a student's cognition, through thinking, processing, comprehension and writing ability. As Reading is a thinking process, we want to continue to challenge and engage our students, ensuring that they become strong individual readers.*

Reading develops the mind and is fundamental to function in today's society. Reading is important because words - spoken and written - are the building blocks of life.

Students select and read books appropriate to their reading levels, and complete a book report or provide Accelerated Reader (AR) test scores as proof if available.

This category is mandatory for all students. The point value allocated to this category is 8 points. The maximum Reading entries allowed for each student are up to 30 books throughout the school year.

#### **Examples:**

- Completed book from the provided CYSP book list with AR test score (min. 80%).
- Completed book from English class with proof of reading approved by the class teacher.

#### **The entry to Log:**

Scholars enter their book reading the information in their Concept SIS student account under CYSP tab as “Enhancing Reading & Writing Skills”.

## WEEKEND & ENRICHMENT PROGRAM

*Weekend/enrichment programs' main aim is to transform potential into excellence. This is achieved through the various activities and services planned for students.*

Extending the school day beyond the traditional academic day into after school or weekends enrich our scholars' overall academic, social and personal development. Planning programs that engage them with exciting subjects in a relaxed setting.

Weekend & Enrichment Program should be an academic program and planned at the beginning of the year. Weekend & Enrichment Program must be at least 2 sessions for 5th through 8th grades and 3 sessions for high schools. If this is not scheduled or less than the minimum required hours, then we consider activities as extra-curricular. If scholars attend enrichment programs outside of school, they must show proper verification.

This category is optional for all levels, however, these activities are very important in terms of its point value and this will help gold and silver students reach their goal at the end of the year. The point value allocated to this category is 20 points. The maximum Weekend & Enrichment program entries allowed for each student are up to 20 times throughout the school year.

### **Examples:**

- Saturday school organized by the school administration or school coordinator.
- Advance study course organized by an outside institution during weekends (proof is required)
- Advance study course provided by individual advisors during weekends.
- Weekend Robotics, Science Fair or Language Contest prep in a group with a teacher.
- Any sport club activities which are led by a designated coach or advisor during the weekend.
- Educational camps, leadership camps, academic camps, and club related camps are considered weekend enrichment program

## **The entry to Log:**

Scholars enter their Weekend & Enrichment Program information in their Concept SIS student account under CYSP tab as “Weekend & Enrichment Program”.

## **STANDARDIZED TEST PREPARATION / TUTORING:**

*Students are given an opportunity to take/ plan Standardized test practice sessions. These sessions serve as a mock test in which students can take a test before their real test. More importantly, the outcomes of the session allow students to reflect on their scores and see where their strengths lie or indeed areas that still need improvement. This allows them to then focus on those areas that still need mastering.*

Studying is important because it is essential for a person to develop a complete education and provides students with the opportunity to develop study habits, time management skills and self-discipline.

Scholars can study any school or test-related subject at home or attend regular after school tutoring for any subject that can earn hours toward this goal. A tutoring session is 40 minutes long. If out of school tutoring is done, scholars must show proper verification. Remember, Any kind of test, test practice, work, etc. during class time and regular homework is not considered in this category.

This category is mandatory for most students and optional for seniors. The point value allocated to this category is 4 points. The maximum Standardized Test Preparation / Tutoring entries allowed for each student are up to 80 sessions throughout the school year. This applies to all who participate in this activity.

### **Examples:**

- All work should be out of class time !!! (after school, before school, during lunch break, weekend)
- In-school and out of school individual tutoring with provided documentation.

- Outside tutoring - Kumon, Public library, Community organization , etc.
- Tutoring sessions will also be offered during overnight (lock-in) activities.
- Individual test prep from an outside institution
- After school tutoring for any subject.
- Complete standardized test prep at home.
- Test practice during overnight and camp activities
- Test prep websites such as Khan Academy, Measuring up, Study Island, IXL , etc.  
Please check the student's study time frames and duration.

● **Test prep and tutoring which continue after the compulsory Weekend Enrichment Program hours may also be counted (Middle School: 2 hours minimum, High School: 3 hours minimum)**

### **Activities below cannot count as an individual test practice/tutoring session**

-Homework

-Any kind of test, test practice, tutoring, work, etc. during the class time

-Any kind of subject related test prep during the computer class, etc..

-Schoolwide (all students are working on test prep which is organized by school) test prep cannot be counted.

### **The entry to Log:**

Scholars enter their individual test prep and tutoring information in their Concept SIS student account under CYSP tab as “Standardized Test Preparation / Tutoring”.

## [COLLEGE / SCHOLARSHIP APPLICATIONS](#)

In the climate of competitive admission, students need college guidance counselors' help finalizing their lists of colleges they plan to apply to. Five to eight applications are usually recommended to ensure that a student is accepted into a suitable institution.

This category is mandatory for senior students and optional for all other high school grades. The point value allocated to this category are 5 points. The maximum College/Scholarship Application entries allowed for each student are up to 10 times throughout the school year. This applies to high school students who participate in this activity.

**Examples:**

- College application meeting with college counselor.
- Scholarship application meeting with college counselor.

**The entry to Log:**

Scholars enter their College/Scholarship Applications information in their Concept SIS student account under CYSP tab as “College/Scholarship Applications”.

## **COMMUNITY SERVICE**

### **COMMUNITY SERVICE / PEER TUTORING**

*Engaging in community service provides students with the opportunity to become active members of their community and has a lasting, positive impact on society at large. Community service or volunteerism enables students to acquire life skills and knowledge, as well as provide service to those who need it most.*

Volunteerism enables students to acquire life skills and knowledge. While performing community service, children have the opportunity to see first-hand just how much their work can have an impact on the community.

Peer tutoring refers to an instructional method that uses pairings that students serving as academic tutors and mentees. Peer tutoring, improves self-confidence, self-esteem, as they become more successful students.

Community service hours can be earned at school or an outside organization.

This category is mandatory for all students. The point value allocated to this category are 8 points. The maximum Community Service/Peer tutoring entries allowed for each student are up to 30 times throughout the school year. Each session must be 40 minutes to an hour in length.

**Examples:**

- Students can earn community service hours at school events
- Help in various community relief events, (e. g., volunteering at a nursing home, fundraising for a natural disaster, food bank activity, helping at a homeless shelter, clean-up activities)
- Tutor students in younger grades or peers at the teacher’s discretion.

**The entry to Log:**

Scholars enter their community service and peer tutoring information in their Concept SIS student account under CYSP tab as “Community Service/Peer Tutoring”.

## **PHYSICAL FITNESS**

### **PERSONAL PHYSICAL ACTIVITIES**

*Exercise is essential for improving overall health, maintaining fitness, and helping to prevent the development of potential health risks. It is vital that students learn to balance a lifestyle that includes some form of physical activity, rather than develop a sedentary lifestyle.*

Engaging in sports activities regularly helps improve students’ focus on school work, as well as help them lead happier, healthier lives.

CYSP students are expected to complete the physical fitness requirements. Students may complete physical fitness hours at home or with their CYSP groups.

Physical education class and daily routines such as walking to school do not count towards CYSP physical fitness hours.

This category is mandatory for most students and optional for seniors. The point value allocated to this category are 3 points. The maximum Physical Fitness entries allowed for each student are up to 60 hours throughout the school year. This applies to all who participate in this activity.

Advisors may inform students about healthy food and drink choices to maintain their healthy lifestyles.

**Examples:**

- Exercising, biking, jogging, swimming, etc.
- CYSP groups can do sports activities together such as playing soccer, basketball etc. in school or out of school.

**The entry to Log**

Scholars enter their physical fitness information in their Concept SIS student account under CYSP tab as “Personal Physical Activities”.

## **EDUCATIONAL ADVENTURES**

### **CULTURAL EXPOSURE**

*With the world becoming a smaller place to live due to rapid progress and growth of globalization, Cultural Exposure activities are one of our guiding principles in exposing students to new cultures. The main behind this is to ensure that our students learn how to function as global citizens.*

In Cultural Exposure , individuals from different cultures, religions and ethnics can



work together, respect each other, become familiar with the each other's traditions, regardless of whether s/he is a minority or not. Cultural Exposure activities provides some fundamental principles to the students to overcome problems in these situations.

CYSP students are expected to participate in activities that expose them to different cultures. Students can attend cultural events or visit different cultural centers.

This category is mandatory for most students and optional for 5-6 graders and seniors. The point value allocated to this category are 10 points. The maximum intercultural activity entries allowed for each student are up to 10 times throughout the school year. This applies to all who participate in this activity.

**Examples:**

- Attending cultural festivals
- Visiting Chinatown, Greektown, Chinese, Italian cultural centers/museums etc..
- Hispanic Heritage Celebration
- Visiting cultural centers
- International programs which are organized by school, community, society
- Attending a cultural event hosted by the school
- Visiting museums which reflect different cultural backgrounds
- Advisors can create a program to expose scholars to a different culture.
- Visiting a restaurant **cannot be considered** as intercultural activity!!!

**The entry to Log:**

Scholars enter their intercultural activities information in their Concept SIS student account under CYSP tab as "Cultural Exposure".

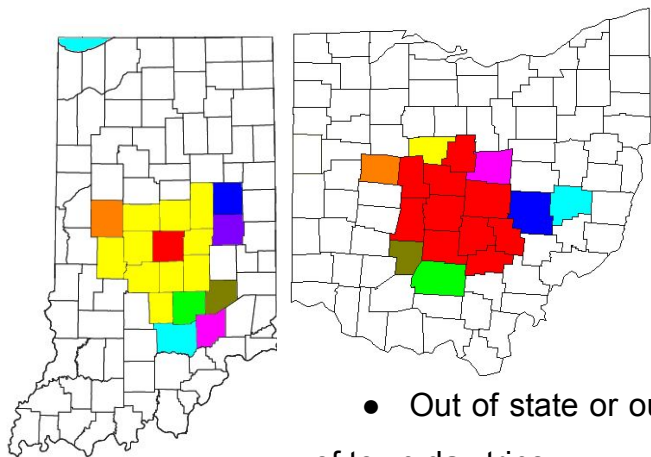
[OUT OF TOWN TRIP](#)

*Out of Town trips allow students to explore places that they may never have had the opportunity to visit. These visits also allow the students to see life beyond their own neighborhoods and towns.*

Educational trips contribute to better student outcomes in school and beyond. The study found that, educational trips had a positive, lasting impact on their education and career because the trips made them more engaged, intellectually curious and interested in and out of school.

This category is optional for most students and mandatory for 9-11 graders, however these activities are very important in terms of it's point value and this will help gold and silver students reach their goal at the end of the year. The point value allocated to this category are 20 points. The maximum out of town trip activity entries allowed for each student are up to 10 times throughout the school year. This applies to all who participate in this activity.

**Examples:**



● Out of state or out of town day trips.



- Out town trips to museums
- Out town trips to symposiums, events, speakers etc.
- Out of town landmarks and historical sites.
- Out of town subject related competitions

**The entry to Log**

Scholars enter their out of town trip information in their Concept SIS student account under CYSP tab as “Out of Town Trip”.

### IN-TOWN TRIP

*In town trips serve the purpose of allowing students to explore their localities, and see what services their home towns/cities have on offer. This activity allows students to build relationships with local businesses as well as local people.*

Field trips are educational experiences that allow students to apply their lessons to the real world. These trips tend to be the most memorable moments of a students career.

The in-town trip is designed to give students a better understanding of their communities and show them different aspects and qualities of their cities.

Students will need to make an in town trip with their advisor. In town trips should be school-related/organized activities.

This category is mandatory for elementary and middle school students and optional for all other students. The point value allocated to this category are 8 points.

#### **Examples:**

- Visit museums or famous landmarks in town.
- Field trips

#### **The entry to Log:**

Scholars enter their in-town trip information in their Concept SIS student account under CYSP tab as “In-Town Trip”.

## OVERNIGHT ACTIVITIES

*Overnight activities main aim is to strengthen relationships, have fun, and learn skills in a setting outside of the classroom and school. Overnight activities are planned to encompass as many different of the CYSP activities, ranging from individual test practice, to community service to extra curricular activities.*

Overnight activities main aim is to strengthen relationships, have fun, and learn skills in a setting outside of the classroom and or school, all while being supported by teachers and chaperones in a safe environment. Additionally, overnight camp helps students make friends and boost their social skills.

Students in CYSP program may participate overnight and sleepover activities. The location of the events will vary. Only school-organized activities count for this category.

This category is optional for all levels, however these activities are very important in terms of it's point value and this will help gold and silver students reach their goal at the end of the year. The point value allocated to this category are 30 points. The maximum overnight activity entries allowed for each student are up to 15 nights throughout the school year.

### **Examples:**

- School lock-in events
- Out of town camping trips sponsored by school
- Focus study group overnight activities
- Out of town college trips
- Out of state school events, (e.g., MATHCON, CONSEF)
- All overnight activities must implement an educational component.

### **The entry to Log:**

- Scholars enter their overnight activities information in their Concept SIS student account under CYSP tab as "Overnight Activities".

## COLLEGE & UNIVERSITY VISITS

*A planned College visit allows prospective students to take campus tours to learn about the college or university's facilities, as well as student life, culture on campus, academics, and programs offered by the institution.*

College visits allow students to ask questions, meet other prospective students and understand college on a deeper level. Students get a sense of the college's vibrancy, character, and facilities. Visits will provide them with a more complete picture.

College visits organized by the school are the only trips that will count for this category.

This category is mandatory for high school students and optional for the younger grades. Please keep in mind that this activity is very important in terms of its point value and this will really help gold and silver students reach their goal at the end of the year.

The point value allocated to this category is 12 points. The maximum college trip entries allowed for each student are up to 5 times throughout the school year. This applies to all who participate in this activity.

### **Examples:**

- Visit a local college or university with your school trip.
- Visit a college or university with the CYSP group and advisor.

### **The entry to Log:**

Scholars enter their college trip information in their Concept SIS student account under CYSP tab as "College & University Visits".

All students should graduate from high school ready for college, careers, and life, prepared to pursue the future of their choosing. College readiness and career exposure has become a major focus in American education. CYSP provides opportunities for students to learn about college and career options, exploring these options through hands-on activities, and learn the skills required to be college and career ready.

This category is mandatory for senior students and optional for all other grades. The point value allocated to this category are 5 points. The maximum College and Career Readiness activity entries allowed for each student are up to 10 times throughout the school year. This applies to all who participate in this activity.

**Examples:**

- College Fair, FAFSA Nights, Senior Nights, Alumni Dinners.
- Senior-Alumni Picnics, Senior-Alumni Trips.
- Visit Career Center
- Participate Career Fair
- Workplace Visits

**The entry to Log:**

Scholars enter their College and Career Readiness information in their Concept SIS student account under CYSP tab as “College and Career Readiness”.

## **BONUS ACTIVITIES**

Bonus activities help students reinforce other CYSP activities and provide them more flexibility and ease in the successful completion of overall CYSP program.

These activities have no minimum requirement.

## BONUS ACTIVITY 1 FOR 5TH TO 8TH GRADES

Attending a regional, national or international and concept schools competition. (100 points) (robotics, science fairs, math, and technology competition Concept Schools competitions)

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 1”.

## BONUS ACTIVITY 2 FOR 5TH TO 8TH GRADES

Attending a regional, national or international and concept schools competition. (100 points) (robotics, science fairs, math, and technology competition Concept Schools competitions)

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 2”.

## BONUS ACTIVITY 1 FOR 9TH TO 11TH GRADES

Attending a regional, national or international and Concept Schools competition. (100 points) (robotics, science fairs, math, and technology competition Concept Schools competitions)

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 1”.

## BONUS ACTIVITY 2 FOR 9TH TO 11TH GRADES

Enrolling Congressional Award and getting a bronze certificate (100 points)

For more information visit the website: <https://www.congressionalaward.org/>

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 2”.

## BONUS ACTIVITY 1 FOR SENIORS

- Registration to Future Fund Program (FFP)

For more information visit the website: <http://www.futureinstitute.us/future-fund/>

- Attending Quarterly (4 times/year) online Junior Mentor Meetings (100 points)

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 1”.

## BONUS ACTIVITY 2 FOR SENIORS

- Attending 2 Future Institute College & Career Workshops (online)
- Participating at the Future Institute End-of-Year Evaluation Interview

(100 points)

### **The entry to Log:**

Scholars enter their Bonus Activity information in their Concept SIS student account under CYSP tab as “Bonus Activity 2”.



\* Bonus activities are subject to revision as per the sources available per educational year.

## **EXPLANATIONS OF BONUS ACTIVITIES FOR SENIORS**

### **REGISTRATION TO FUTURE FUND PROGRAM**

Register for the Future Fund Program:

Please register using the link and instructions here:

[www.futureinstitute.us/future-fund-scholar/](http://www.futureinstitute.us/future-fund-scholar/)

### **JUNIOR MENTOR MEETING**

Scholars will be paired with junior mentors who are Concept graduates currently enrolled in college. One junior mentor will be paired with each scholar. Scholars will meet with their respective junior mentors four times for an hour each meeting throughout the school year on the My Future portal, an online platform for virtual meetings. Future Institute staff will pair scholars with a mentor. Then, scholars will be responsible for contacting their assigned junior mentor on the MyFuture portal to schedule the first video conference and all meetings for their mentorship.

### **COLLEGE & CAREER WORKSHOPS**

Scholars must attend these workshops at least twice per year either through online webinars or in-person at the school, if available. A schedule will be provided to CYSP advisors. Scholars must schedule to attend each workshop through the MyFuture Portal consultations feature.

### **FUTURE INSTITUTE END-OF-YEAR EVALUATION INTERVIEW**

Future Institute staff will schedule a date and time for scholars' interviews before graduation. Scholars will be interviewed by Future Institute program directors before CYSP

deadline to evaluate their program participation and develop a post-high school action plan. During the interview, scholars will be asked to complete the prerequisites to continue in the program after graduation.

**CYSP PLUS CATEGORIES “PARENT ENGAGEMENT”**

CYSP Program has a PLUS category that is centered in parent participation. PLUS categories are added to encourage parent involvement and participation in school activities and their scholars school events.

This category is not mandatory for scholars to achieve any medal. However, they will be rewarded with a distinction if their parents participate 5 times throughout the school year.

**Examples:**

- CYSP parents attend a school event with their children.
- CYSP parents attend any school organized CYSP program.

**The entry to Log:**

Advisors enter Parent Participation information in their Concept SIS account under CYSP tab as “Parent Engagement”.

<b>Some examples of CYSP Parent-Student Participation Activities</b>
CYSP parents attend any school function/event with their children.
Homevisit : Advisor will visit scholar's home and give information about past and upcoming CYSP activities, progress, goals, etc. to parents
CYSP Weekend Enrichment Programs: Parents should attend CYSP Weekend School/Enrichment Program as volunteers/helpers/supporters
CYSP Progress Monitoring Meeting: Parents should attend weekly/bi-weekly CYSP Progress monitoring meeting 15-20 minutes with their child.
CYSP Parent Information Meeting/Dinner: Parents should attend the CYSP Parent Meeting/Dinner.
CYSP Overnight/Lock-in: Parents should attend the CYSP Activities with their child as a volunteer helper/supporter

CYSP Physical Fitness: Parents should attend the CYSP Physical fitness activities with their child.
-CYSP Community Service: Parent should attend the CYSP Community Service activities with their child.
A minimum of a 20-minute attendance by the parent is required for the aforementioned CYSP parent activities to be counted towards participation.
PTO Meeting
Honor roll, merit roll, any award ceremony/assembly
Parent Teacher Conferences
<b>Please DO NOT consider the following activity as a CYSP Parent Participation</b>
Parents attending or overseeing a tutoring session, a fitness or club activity with their student, anywhere other than school grounds without the supervision of an advisor doesn't count as parent participation.
Dropping off and picking up students from CYSP activities cannot be considered as CYSP Parent participation

**Examples:**

- **CYSP parents attend any school function/event with their children**
- CYSP parents attend CYSP progress monitoring meeting with scholars
- CYSP parents chaperone community service activities
- CYSP parents attend in-school or out of school CYSP program
- Home Visits

**Logbook Entry:**

Advisors or scholars should enter Plus categories' information in the CYSP logbook as "Parent Engagement".



