

EDUCATE Youth

Empowerment through education.

Having Opportunities for Positive Education, H.O.P.E.

After School Program

Student Handbook



Empowering Ypsilanti Students since 2011

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Educate Youth H.O.P.E. Student Manual

Having Opportunities for Positive Education

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Introduction to the Manual

This manual serves as a handbook for students who attend Educate Youth's after school program, H.O.P.E. The following information will help you understand the expectations and policies held in place at the Educate Youth Clubhouse. These policies were inspired and written by the students with the help of the staff and executive director. These policies will be reviewed and updated as needed.

Program Overview

Educate Youth 501c3 was created in 2017 as an expansion of the "Dedicated to Make a Change," program which began in 2010. An eight to twelve person Board of Directors was created at that time to guide and help grow the program. All of the educational programs continue to be developed by youth for their peers. Educate Youth has one full time director/educator, several paid staff and EMU interns during the school year and a varying number of volunteers. Educate Youth's vision is to connect youth with the world to promote peace, greater understanding of their place in the world, a love of learning and to interrupt the school to prison pipeline. Educate Youth's commitment to the students of Ypsilanti is founded on a belief in the ability of our students to overcome obstacles and achieve a life in line with their best hopes and dreams. The work in this program is intense, personal and trauma informed. Educate Youth's mission is to empower students to graduate from high school with a 2-year plan for their future, and is completed through a combination of mentorship, dialogue, and engagement activities. Educate Youth continuously adjusts the curriculum and programming to meet the needs of each student to improve their academic standing to earn their highschool diploma. Michigan's high school graduation rate is 83%. The graduation rate drops below 50% for

a male student with brown or black skin.. When graduation rates are low, students face a greater risk of unemployment, incarceration, and prison recidivism. Educate Youth provides the needed resources for students and the community to promote positive outcomes.

****Along with this manual you will be given a Policy Pamphlet to be filled out with your parent/guardian and given back to the executive director. ****

Vision, Mission, & Values

Vision:

Empower Ypsilanti Students

Mission:

Educate Youth guides and encourages Ypsilanti students to earn their high school diploma with a two-year post high school plan and a goal of becoming future leaders who will strengthen and drive change in their community

Values:

Justice: Instilling integrity in students to improve their community.

Transformation: Shaping student leaders through empowerment, essential skill development, and education.

Solidarity: Students are unified and supported by peer mentors and each other.

Empowerment: Students are encouraged to fulfill their individual possibilities.

Viable: Students are prepared for a life beyond high school.

Relevant: All programs are created by students, for students.

Equity: All students are provided with necessary resources to achieve equitable outcomes within Washtenaw County.

Participant Responsibilities & Expectations

- Work on school work
- Don't talk badly about other students
- Respect others how you want to be respected
- At all times masks are worn, nose and mouths are covered.
- Participate in activities between 4-7pm
- Say please and thank you
- Take responsibility for your actions
- Listen to what others have to say
- Keep negative thoughts and bad opinions to yourself
- No put downs
- Attend daily
- Keep your hands to yourself
- Appropriate use of cell phone (see policy)
- Backpacks may not be worn in the clubhouse. They need to be taken off and remain at your workstation.

Michigan prohibits issuance of a handgun purchase license to any person under age 18. If the handgun is to be purchased from a federally licensed dealer, the applicant must be age 21 or older. A concealed carry permit may not be issued to a person under 21 years of age.

COVID-19 Safety

These policies are updated as according to the CDC and the Health

Department

- Wash hands at least 20 seconds upon entering the clubhouse
- At all times masks are worn, nose and mouths are covered.
- When ill, stay home and remember to let the executive director know.
- If someone in your household or where you are staying becomes ill, let the executive director know.
- After testing positive for COVID-19, there needs to be two consecutive negative tests.
- During high infection times within Washtenaw County health department students may be asked to choose between attending the clubhouse or after school sports.
- When a family member/a close friend, a person in your immediate bubble, travels to an area outside of Michigan, or to another country, let the executive director know.
- As of September 2021 there is a COVID vaccination policy each person must complete and sign.

Appearance Policy

The appearance policy is part of Educate Youth because H.O.P.E. is a job, going to school is a job and how you dress needs to tell others “you are doing your best because you are the best.” Your appearance represents you. The Golden Rule: dress where you want to be in five years, not where you are today. Below are the guidelines:

- Hair needs to be styled demonstrating the policy of looking your best because you are the best.
- Cover up. Skin should not be showing this includes but is not limited to bare midriffs, too short shorts and skirts, excessively low-cut tops, sagging pants.
- Clothes need to be worn properly.
- Take care of your hair, teeth, face, and body. Supplies are in the small bathroom to help assist you with this.
- Sheer leggings are not to be worn as pants.
- Gang signs, symbols or words of hate, or any reference of intolerance are not to be worn.
- Clothes need to be clean, if they are not, Educate Youth has clean clothes to change into. There is a washing machine at the Clubhouse for use.

Attendance Policy

- You are expected to attend H.O.P.E daily. If you are unable to, you must contact the executive director.
- After two (2) consecutive absences students are at risk of losing a spot and after three (3) consecutive absences a student's spot may be given to another student on the waitlist.
 - Absences can be excused if communicated with the executive director
- Sign in and out of the Clubhouse each day in the front room.

Stipend Information

- Students receive \$140 each month, given in biweekly cash payments of \$70, if they fulfill their part of the learning contract.
- A stipend, unlike a wage, works on a daily "all-or-nothing" basis.
- Failure to meet daily or academic requirements does not result in a reduced stipend, but a forfeit of stipend.
- Pay begins when paperwork is received and PowerSchool information is shared with the executive director.

Student Expectations Regarding the Stipend

- Grades remain at a C or above
- Daily attendance face to face or virtually
- Give Educate Youth your PowerSchool information
- Complete the required paperwork, with the required signatures
- Positive and non-combative attitude
- No zeros on assignments
- During work time, work is happening
- Court and probation dates are attended. If transportation is needed please let the executive director know and they will provide transportation. If a date is missed or skipped and results in a warrant for arrest, the executive director will not lie.

***Failure to meet student expectations regarding the stipend will forfeit the stipend for the day.

Tutoring Opportunities

After a student reaches 11th grade they are given the opportunity to tutor for an hourly wage. This student is to show role model behavior and show good standing in the classroom as well as at the clubhouse. If students do not maintain the students expectations they will be supported. If there is not a change in behavior both academically and socially, they may lose the position. If the position is lost; upon positive changes in academic and social habits, the position will be reinstated.

Programs & Opportunities

SAT Preparation- Practice SAT tests and preparation for students to feel confident when taking the SAT.

Ethics Bowl- Teaching students to think critically about problems that face our community,

Music Lessons- To provide an instrument and private lessons. Once lessons are completed, students may keep the instrument. Each student will have the opportunity to choose an instrument and to learn how to play this instrument.

Art - Curtis Wallace from Be Creative Studio provides weekly lessons.

Community Outreach Opportunities- Educate Youth offers a variety of opportunities and outings that allow students to socialize and have fun outside of the clubhouse.

Transportation

The **Educate Youth** program has always provided transportation for students. We believe the program works best when students are able to be present at “the clubhouse” for schoolwork and other projects and without transportation they could not be present. Students need consistent transportation to pick them up and bring them home.

These are the current transportation guidelines:

- Students will have a current signed Release of Liability on file at Educate Youth.
- Students will be picked up from home or school unless the Executive Director receives a text message, phone call or an email from a parent or guardian.
- Students will be taken to the address given on file unless the Executive Director receives a text message, phone call or email from a parent or guardian.
- Students receive a 20 minute pick up time range
- Students receive the text **<on my way>** when they are the next to be picked up

Effective Immediately:

- Requests and/or change in transportation need to be phoned, texted or emailed to the Executive Director 24 hours in advance. (unless there is an emergency)
- When the student receives the text message **<here>** two things need to happen:
 - they are to text back **<OK.>**
 - They have 5 minutes at that point to be in the car. Remember, other students are waiting!
 - Failure to be in the car within 5 minutes after arrival, students will be left.
 - They will receive a text **<I'm leaving>**

Technology Usage/ Cell Phones

- Cellular phones and/or computers may not be used to defame, harass, intimidate, and/or threaten any other person.
- Students are prohibited from using their cell phones and/or computers in any illegal, illicit or offensive manner.

Michigan's child pornography law (referred to as "child sexually abusive material") makes it unlawful to solicit, create, share, or possess images of a minor (younger than 18) engaged in a sexual act. ... An adult or minor can be prosecuted under the law.

Drug Usage and Laws

- Illicit drugs may not be used or distributed on the ground at Educate Youth (104 S Huron)
- Students, employees, and volunteers who possess a medical marijuana card must inform the executive director if you need to be medicated while at Educate Youth.

Medical marijuana is legal for use and possession by those over the age of 18.

The Michigan Regulation and Taxation of Marijuana Act (MRTMA) decriminalized recreational use and the possession of marijuana for people over the age of 21

effective December 6, 2018, however, marijuana isn't legal in every situation.

There are many restrictions, including age and location.

Contact Information

Educate Youth, 501(c)3

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