

Summer SUCCESS Camp Planning Manual



August 2006



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD



Niagara Training & Adjustment Board
le Conseil de formation et d'adaptation
de la main d'oeuvre de Niagara

Prepared By:
Niagara Training & Adjustment Board
in collaboration with the
Niagara Catholic District School Board

ACKNOWLEDGEMENTS

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Niagara Training & Adjustment Board is funded by:



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The views expressed in this document do not necessarily reflect those of the Government of Canada or the Government of Ontario.

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Summer SUCCESS Camp Planning Guidelines

Introduction

What is a Summer SUCCESS Camp?

The Summer SUCCESS Camp is a venue that offers disengaged elementary school students the opportunity to increase their chances of experiencing success in high school and beyond. The Camp was designed for Grades 7 and/or 8 students who were identified as most likely to benefit from exposure to confidence- and interest-building activities. The primary aim of the Camp organizers was to engage these elementary students by making connections with the school facility, its staff, and at least one senior student.

Facts about the Summer SUCCESS Camp:

- One week (4-5 days)
- Free to participants
- Maximum 15 participants, grades 7 and/or 8 feeder school students
- Home base was feeder school area secondary school
- Workshops at other Niagara Catholic District School Board (NCDSB) secondary schools, Niagara College and other Niagara facilities
- One Teacher-Facilitator and one Youth Mentor
- Breakfast, lunch, and two snacks served

Planning and Implementation Guidelines

Planning Committee Selection

- Board personnel – Principal responsible for SUCCESS initiatives
- SUCCESS teacher and/or other interested staff from each secondary school
- Elementary school liaison(s)
- Community members or leaders, for example, local college representative or Business Association member

Planning Committee Tasks: Overall Organization

- Initial meeting:
 - ✓ Develop overall objectives, outcomes and expectations, timelines for task completion, future general meetings and subcommittee meetings
 - ✓ Circulate communication vehicles among Committee members, i.e. email addresses, phone numbers, schedules, etc.
- Subsequent meetings:
 - ✓ Develop alternatives to the Camp structure, including daily format, workshops, events, speakers, timing, etc.
 - ✓ Decide upon the Camp theme and structure.
 - ✓ Appoint leaders/subcommittees for individual objectives
 - ✓ Conduct and discuss research into potential Camp activities
 - ✓ Select Camp activities as a group, then appoint subcommittees
 - ✓ Coordinate Camp activities by school, or by activity
 - ✓ Coordinate activities and presenters, including all presentation details

Promotion and Documentation

- Design a flyer that promotes the SUCCESS Camp
- Make flyer available to both elementary and secondary schools
- Include a Sample Camp Itinerary for parents, teachers, and students
- Create and use a PowerPoint presentation to advertise the Camp to incoming eligible participants
- Create a vehicle for communication among schools and interested parents; for example, a response card in the promotional flyer

On-Site Support - Project Coordinator

- Trouble-shooter and problem-solver
- Facilitate organization and management of Camp sessions, including impromptu meetings to review any adjustments to the agenda or to address specific issues

Scheduling: Several versions*

- Detailed Weekly Agenda (See Appendix I)
- Camp Daily Overview for Parents (See Appendix A)
- Generic Agenda for Board and school administration, public, etc.
- In-depth, day-by-day Agenda for Facilitators and Organizers, including all activities, locations, travel time, materials needed, preparation time, facilitators, etc.
(See Appendix J)

**Include all pertinent details to ensure success each day and throughout week*

Camp Planning Timeline

Timelines

Activities

10 Months

❖ September

- Select the Planning Committee, Teacher-Facilitators, etc.
- Begin program planning - consider summer school dates and any other conflicting activities and locations
- Begin budget planning - plan ahead for activities that need funding, such as hall rentals, rock climbing, etc.
- Review policies regarding budget expenditures; for example, payment of speakers, expenses, honorariums, refunds
- Use promotional materials to interest students; for example, PowerPoint

6 Months

❖ January

- Look into hiring someone through a Job Creation Program or apply for any funding necessary
-

5 Months

❖ February

- Make arrangements for any tours of potential venues and /or activities, etc.
 - Contact speakers, workshop presenters, teachers, and administrators
 - Begin the drafts of the Camp Agenda - keep in mind this will change considerably over the next few months
-

2 Months

❖ May

- Staff each Camp site with a Teacher-Facilitator and youth mentor
 - Secure specific meeting spaces/rooms in each school, including room names or numbers
 - Distribute registration forms and all promotional materials to feeder schools
-

1 Month

❖ June

- Invite special guests, NCDSB Administration, school principals, politicians, etc. to major event(s) throughout the week; for example, BBQ lunch finale
 - Confirm content, equipment and / or supplies needed for workshop facilitators
 - Finalize the list of equipment and special materials required
-

3 Weeks

- Registration for all campers due
 - Finalize daily Agenda times and activities, including transportation, meals, workshop details, etc.
 - Begin to prepare the registration packages, to be sent out no later than one week prior to the start of the Camp
-

2 Weeks

- Send a confirmation letter to the parents stating that their child has been accepted into the Camp
 - Arrange a meeting at every location with the SUCCESS teacher, Camp Teacher-Facilitator and Youth Mentor
 - Prepare a draft press release
 - Have all supplies ready for drop off at Camp sites – including Teacher-Facilitator binders, handouts for the participants, certificates, nametags, and student evaluation forms in stamped, self-addressed envelopes, etc.
-

1 Week

- Finalize the attendance numbers for meals and inform caterers
- Finalize and send press release to all local media via e-mail

*Do not use PDF File – it is easier for the media to cut and paste the story than re-writing it.

One Day

- Do all grocery shopping for each Camp and drop off supplies at each location before the weekend
 - Drop off all the supplies necessary for each location, including visiting schools
-

Day of the Camp

- On each day of the conference make sure that everything is set up ahead of time and have all supplies necessary - such as snacks and drinks - to take on field trips
-

Follow-Up Activities

- Complete a detailed final report that includes both positives and negatives
 - Include any suggestions from Coordinators and Teacher-Facilitators
 - Summary & Evaluations
 - Prepare folder of all planning information, evaluations, photographs, etc. for future
-

Timing and Location

The Camp should be held at a time when the students are most likely to attend. The ideal time to implement this Camp is the last week of the school year, during the high school exam period. During this time students are less likely to have prior engagements such as summer school, other camps, family trips, etc.

Another suggestion is March Break, as the students will be free and parents may be more likely to look for child care. However this may be problematic for teachers.

Theme Selection

The Camp is provided to these students in order to expose them to education and employment opportunities available in their community. The suggested theme of “Career Exploration” will allow for a broad range of topics throughout the week. However, depending on the geographic area, the theme can be more specific. For example, in an area where tourism is a main part of the economy a suggested theme might be ‘Hospitality and Tourism’.

Special Events

There may be many community partners who would appreciate the opportunity to be part of an event such as this. A partnership might favourably promote specific businesses in the community. Some examples include local universities and/or colleges, not-for-profit organizations, the Armed Forces, retail and tourism venues, etc. Some of these organizations might, if approached, provide

information or the use of their facilities at no charge. Other individuals within the school community may be willing to implement programs, activities, or workshops, etc.

BBQ Lunch and Activity Day

A whole-group activity is recommended to close the week. For example, a BBQ lunch or gathering for all of the campers together at one location. A local park would be an appropriate venue for this event and, in some cases, will need to be reserved in advance. In case of rain, an alternate venue, such as the school gym, would be appropriate. Other considerations for a successful closing activity include ensuring a good sound system; use of a portable microphone or megaphone is advisable. Organizers should consult all park regulations regarding noise, food, activities, and number of people well in advance of the day.

Summer Camp Budget

Budget

A budget should be created early in the planning process.

A typical budget should include:

- administration costs
- all meals and snacks (catered and store bought)
- Camp supplies (see below)
- coolers (day trips)
- honorariums for facilitators and speakers
- mail/couriers
- mileage
- possible emergencies
- printing of the Camp program and materials
- rental fees for any special sites used
- thank you gifts
- transportation to and from the site for field trips

Suggestions for Camp Supplies

- art supplies for students
- blank rewritable CDs
- certificate paper
- clear-view binders
- coloured Xerox paper
- folder labels
- hanging folders
- large envelopes (letter size)
- mailing labels
- name tags
- page dividers
- page protectors
- Post-It notes
- storage boxes

- tape (clear and masking)
- thank you cards

Transportation Arrangements

- Coordinate transportation, ensuring adequate travel time between destinations (See MapQuest.com or 411.ca)
- Utilize smaller vehicles such as a mini-van instead of a school bus if there are fewer students attending
- Take advantage of the local resources available
- Utilize NCDSB personnel to make transportation arrangements (See Appendix B)

Registration

- Begin early in the school year to promote the Summer Camp
- Send all information to SUCCESS teachers, principals of both elementary (grades 7 & 8) and secondary schools.
- Ask grade 7 & 8 teachers to begin the recommendation or selection process early
- Send appropriate information home with the students early in spring; include Camp location, arrival/departure times (emphasize punctuality), dress code (running shoes, t-shirts, and shorts in case of physical activity) and contact numbers in case of absences or questions/concerns
- Set a deadline for registration; for example, three weeks before the Camp begins, in order to confirm attendance at all events and supplies required
- See Appendix C for sample Registration Form

Camp Form Suggestions

For those students taking part in activities such as rock climbing, or any other activity that requires any type of waiver, ensure that forms are filled out and signed by parents before the Camp begins. Students who do not have a signed waiver form will not be able to participate in any of these types of activities.

Selection of Staff

The selection of staff should be made as early as possible so that staff might be involved in the planning process. There should be one Teacher-Facilitator and one Youth Mentor for each location, in addition to the SUCCESS teacher.

The **Teacher-Facilitators** will be selected through a central Board application process and will be chosen based on identified criteria:

- experience as a teacher (preferably in the secondary school that the campers will be attending)
- experience working with SUCCESS students
- organized but flexible
- outgoing personality
- ability to connect with students

The **Youth Mentor** will be chosen by the SUCCESS teacher. The Youth Mentor must be a grade 11 student so that the incoming elementary students will have a connection in their first year of high school. The Youth Mentor should possess the following qualities:

- overall positive attitude
- enthusiastic
- sound academic record, good attendance, punctual
- participation in extra-curricular activities
- active in and recognized by the school community
- self-motivated, autonomous team player
- good listener, respectful toward peers and adults
- hard-working, responsible, diligent, flexible
- leadership qualities

Responsibilities of the Camp Staff

Responsibilities of the SUCCESS Teacher

- Coordinating and planning the Summer Camp
- Organizing workshops and presenters
- Securing rooms in the secondary school(s)
- Making reservations for any activities
- Liaison with feeder schools, including submission of all promotional material
- Registration of the campers
- Liaison among Camp Coordinator – Committee – Teacher-Facilitator
- Attendance at all meetings involving the SUCCESS Camp
- Individual school expenditures in excess of group budget
- Purchase of necessary materials specific to his/her site

Responsibilities of the Teacher-Facilitator

- Facilitate Camp activities during the week
- Administrative duties, i.e. take attendance, call parents of absent students, administer Camp procedures, evaluations, etc.
- Escort and supervise campers at all times, both on and off site
- Actively participate and lead, where necessary, Camp workshops and activities
- Coordinate paperwork for each camper, including waivers and information sheets
- Arrive on site at least one half hour before the students
- Provide first aid if necessary

Responsibilities of the Youth Mentor

- Model responsible, respectful, and collegial behaviour at all times
- Meet daily with the Teacher-Facilitator to review plan for subsequent day's activities
- Ensure that all materials are available for the week, including anything needed for workshops
- Plan, prepare, and present all meals for the students

- Create a reasonable schedule for food prep and clean-up; for example, plan to arrive early to collect snacks for bus trips, plan time to leave the group to attend to meal prep, plan time to shop or restock food items, if necessary
- Take photographs each day and upload them to computers in the afternoon for the daily picture journaling activity (See “General Information” and Appendix V)
- Prepare “filler activities” that can be implemented quickly and easily with students, if need arises
- Ensure that nametags are worn at all times
- Ensure that students clean up at the end of the day, after activities, and after lunch

Teacher-Facilitator’s Handbook

The Camp Coordinator should provide a handbook to the Teacher-Facilitator.

Guidelines for the Handbook:

- Teacher-Facilitator Welcome Letter (See Appendix F)
- Student Tracking Sheet including student’s name, phone number, address, feeder school, emergency contact information, allergies/medical concerns and the Health Card Number (See Appendix G)
- Attendance Sheet (See Appendix H)
- Detailed Daily Agenda or Itinerary (See Appendix I)
- Daily duty assignments including delegation of responsibilities, room numbers, names of presenters, etc. (See Appendix J)
- Contact Sheet with the cell phone, home and business numbers of the Camp Coordinator, SUCCESS teachers, Teacher-Facilitators, Youth Mentors, principals, bus companies, etc. (See Appendix K)
- Maps of any off site locations; for example, a community college, a recreation centre, or other large facility
- Evaluation Form for the students, Teacher-Facilitator, and Youth Mentor (See Appendix L)
- List of Youth Mentor responsibilities with a detailed description of each task
- List of suggested ice breakers
- List of suggested physical activities
- Filler Worksheets with a sufficient number of copies and an answer sheet (See Appendices M - T)
- Copies of the students’ registration forms
- All completed waivers and permission forms required for the week, as well as extra blank copies
- Inspirational stories to read during the day (See Appendix U)

General Information

Organizational Binder

Central organizational binder with all necessary information:

- Contact Information
- To-Do List
- Agendas
- Copies of Letters (Acceptance, Welcome, Donation, etc.)
- Meal Information

- Confirmations (meals, activities, facilities, etc.)

Camper Packages

The purpose of the Camp is to provide these students with as many resources as possible in their community in order to assist them both now and in future. At the Summer SUCCESS Camp, students were given a bag of resources gathered throughout the community by the Camp Coordinators.

Useful Resources:

The Government of Canada: The Government of Canada has many publications available to youth about finding a job, interview and resume skills, educational resources, skilled trades information, workplace hazard information, etc. These free resources can be tailored to suit the theme of the Camp and are available by calling 1-800-OCANADA.

YMCA: The YMCA offers many community programs, such as a youth drop-in program which includes video games, computers, recreational games, etc. Students will benefit from this information as it provides them with a setting for recreational, personal, or school computer use.

Public Health Department: The Public Health Department resources include information on proper hand washing, healthy eating, the Canada Food Guide, and others. They also offer students many free gift items such as stickers, pens, key chains, etc.

School Board: The local School Board will be able to offer many resources and/or information about transition to High School, the upcoming year, school activities, as well as magnets with important phone numbers, etc.

Camp Coordinators are encouraged to contact as many service providers in the community as possible in order to obtain useful and valuable resources for students.

Facilities

In 2006, each of the NCDSB secondary schools hosted one SUCCESS Camp, with some schools partnering for certain workshops.

Available Space

Board Secondary Schools
Board Elementary Schools

Costs

Use of the Board secondary schools greatly reduces the cost of the Camp to the Board.

In 2006, this was the case with the Summer SUCCESS Camp. Minimal costs were incurred, with the exception of the extra salary owed to the Caretaking Staff who would normally have had a shorter workday on Fridays.

Room Considerations

Where possible, it is highly recommended that Camp sites partner with other Board Camp sites for workshops. For example, two NCDSB Summer Camps partnered for the culinary arts presentation at one school in Niagara Falls. In these cases it is imperative that the Teacher-Facilitators plan for sufficient room to accommodate all participants.

All rooms should be booked in advance, and all room numbers should be clearly indicated on the Daily Agenda or Itinerary.

Food and Beverage

When providing meals for young adults it is important to offer healthy selections. The local Public Health Department can assist in meal planning and recommendations in order to better follow the Canada Food Guide. (See Appendix W for a Sample Meal Plan.)

Supplies

- paper plates
- napkins
- foam bowls
- plastic cups
- plastic cutlery
- garbage bags

Food Suggestions (See Appendix W)

- milk
- juice
- bottled water
- bagels
- whole wheat breads and low fat cold cuts
- veggies and dip
- cheese and crackers
- granola bars
- fruit, pudding or Jell-o cups

Promotion

The Summer SUCCESS Camp is a beneficial program for the students as well as many others in the community. For this reason it is very important to promote this Camp in the most positive way possible.

Some promotional materials include:

- Flyers - post in Student Services office, main office, classrooms, and on school bulletin boards. These flyers should include potential Camp dates, activities, timelines, field trips, etc. Try to make these flyers colourful and attractive to gain the attention of the students
- Media Release - confirm visits by photographers from local community newspapers in order to showcase the Camp, and to promote the Camp to the community for the following year

(See Appendix X for an example.)

- Donation Letters - solicit local businesses and food stores through a letter that explains the Camp objectives
- Thank You for Donation Letter - follow up all donations, presentations or assistance with a thank you letter

Suggestions

- Use a large calendar or white board for planning; include all meetings and deadlines
- Create a to-do list and have it handy at all times; update it regularly
- Use a small notebook to write down ideas, tasks, miscellaneous information and meeting; refer to it frequently for reminders
- Provide gift to speakers who are not receiving remuneration; coordinate these and buy all at once
- Provide Certificate of Participation to others who assist with the Summer SUCCESS Camp; use inexpensive certificates and generate these on the computer
- Make sure that the Teacher-Facilitator and the Youth Mentor have access at all times to the first aid kit; be sure that this kit accompanies them on all field trips
- Ensure that criminal reference checks have been conducted prior to staffing
- Coordinate all teams or groups before the actual workshop or activity; for example, assign each student a letter on his/her nametag

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Appendix A:



Denis Morris Summer SUCCESS Camp Weekly Agenda



Tuesday, July 4, 2006

- 8:30 a.m. Breakfast with Principal
- 9:00 a.m. Introductions
Tour of the School
- 9:30 a.m. Cosmetology and Culinary Workshops
- 11:30 p.m. Lunch
- 12:30 p.m. Peaks Rock Climbing
- 3:15 p.m. Picture Journaling
- 4:00 p.m. Departure

Wednesday, July 5, 2006

- 8:30 a.m. Breakfast
- 9:00 a.m. Niagara College ~ Welland Campus
- 12:00 p.m. Lunch
- 12:30 p.m. Niagara College ~ Niagara-on-the-Lake Campus
- 3:00 p.m. Picture Journaling
- 4:00 p.m. Departure

Thursday, July 6, 2006

- 8:30 a.m. Breakfast
- 9:00 a.m. Construction, Media & Bullying Workshops
- 11:45 a.m. Lunch
- 12:45 p.m. Cogeco Tour
- 2:30 p.m. Denis Morris ~ Soccer Match
- 3:30 p.m. Picture Journaling
- 4:00 p.m. Departure

Friday, July 7, 2006

- 8:30 a.m. Breakfast
- 9:15 a.m. Niagara College ~ Maid of the Mist Campus
- 12:00 p.m. Queenston Heights
- 2:15 p.m. Picture Journaling, Wrap-up and Evaluations
- 4:00 p.m. Departure

Please note:

Breakfast, snacks and lunches will be provided for your child.

Camper's Attire: Running shoes, shorts, and t-shirts are mandatory for the week.

Appendix B:

Transportation Schedule

Summer SUCCESS Camp Program
Tuesday, July 4 – Friday, July 7, 2006

Bus Company - St. Catharines

Contact Person – *Name of Contact from Bus Company and Phone Number*

Tuesday, July 4, 2006

1 bus - St. Francis High School, pick up time 9:00 a.m., then to Holy Cross Secondary going to Peaks Indoor Rock Climbing

Pick up at Peaks Indoor Rock Climbing at 12:00 p.m., then take group to Denis Morris High School

Pick up at Denis Morris High School at 3:00 p.m., take group back to Holy Cross Secondary, then to St. Francis High School

1 bus - Denis Morris High School, pick up time 12:15 p.m. going to Peaks Indoor Rock Climbing

Pick up from Peaks Indoor Rock Climbing at 3:00 p.m., back to Denis Morris High School

1 bus - St. Paul High School, pick up time 10:15 a.m., going to St. Michael High School

Pick up from St. Michael High School at 2:45 p.m., back to St. Paul High School

Wednesday, July 5, 2006

1 bus - Denis Morris High School, pick up time 9:00 a.m., take group to Niagara College ~ Niagara-on-the-Lake Campus, pick up at 11:30 a.m., take group to Niagara College ~Welland Campus

Pick up at Niagara College ~Welland Campus at 2:40 p.m., take back to Denis Morris High School

1 bus - St. Francis High School, pick up time 8:45 a.m., then to Holy Cross Secondary going to Niagara College ~ Niagara-on-the-Lake Campus

Pick up at Niagara College ~ Niagara-on-the-Lake Campus at 11:30 a.m., take group to Niagara College ~Welland Campus

Pick up at Niagara College ~Welland Campus at 2:40 p.m., take back to Holy Cross Secondary and St. Francis High School

1 bus - St. Paul High School, pick up time 8:45 a.m., then to St. Michael High School, take group to Niagara College ~ Welland Campus

Pick up at Niagara College ~ Welland Campus at 12:00 p.m., take to Niagara College ~ Niagara-on-the-Lake Campus

Pick up at Niagara College ~ Niagara-on-the-Lake Campus at 2:40 p.m., back to St. Michael High School and St. Paul High School

Thursday, July 6, 2006

1 bus - St. Francis High School, pick up time 8:45 a.m., then to Holy Cross Secondary, take group to Denis Morris High School

1 bus - Denis Morris High School, pick up time 12:30 p.m. going to Cogeco ~ McLeod Rd, Niagara Falls

Pick up from Cogeco ~ McLeod Rd, Niagara Falls at 1:45 p.m., take to HTZFM ~ 12 Yates St.

Pick up at HTZFM ~ 12 Yates St. at 3:30 p.m., take back to Denis Morris High School, Holy Cross Secondary, and St. Francis High School

1 bus - St. Michael High School, pick up time 8:45 a.m., then to St. Paul High School

Take group to Peaks Indoors Rock Climbing

Pick up at Peaks Indoor Rock Climbing at 3:00 p.m., take back to St. Paul High School, then St. Michael High School.

Friday, July 7, 2006

1 bus - Denis Morris High School, pick up time 9:00 a.m. going to Niagara College ~ Maid of the Mist Campus, Niagara Falls

1 bus - St. Francis High School, pick up time 8:45 a.m., then to Holy Cross Secondary, then to Niagara College ~ Maid of the Mist Campus, Niagara Falls.

1 bus - St. Michael High School, pick up time 8:45 a.m., then to St. Paul High School, then to Niagara College ~ Maid of the Mist Campus.

Pick up all students at 11:30 a.m. at Niagara College ~ Maid of the Mist Campus, take group to Queenston Heights

At 1:45 p.m. have three buses back at Queenston Heights to take students back to St. Michael High School and St. Paul High School, Denis Morris High School, Holy Cross Secondary and St. Francis High School

Appendix C:



**Summer SUCCESS Camp 2006
Career Exploration
Registration Form**



Participant Information:

Name: _____ Elementary School: _____
Address: _____
City: _____
Postal Code: _____ Date of Birth: _____
Phone Number: _____

Emergency Contact Information:

Name: _____
Relationship: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____

Alternate Emergency Contact Information:

Name: _____
Relationship: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____

Student Transportation: Transportation is the responsibility of the Parent/Guardian. Please indicate how your child will be transported to the Camp.

Walking/Cycling Driven by Parent/Guardian Bus

Medical Information:

Health Card Number: _____

Do you have any existing medical conditions or special needs that would affect your ability to participate? Yes No

If Yes, please explain:

Do you have any allergies? Yes No

If Yes, please explain:

** Volunteers and staff cannot administer daily medication to participants.
All daily medications must be self- administered. **

Agreement to Participate/Be Photographed Waiver

I understand that off-site field trips are part of the Camp agenda. I hereby give my son/daughter/charge permission to participate in all sanctioned events. I grant permission for my son/daughter/charge to be bussed to off-site locations. I also give Camp organizers consent to take pictures of my son/daughter/charge for future promotion of this event. I also agree to the use of photographs by any media group. I have read and understood the rules and conditions of participation as set out in this form and I agree to them.

Parent/Guardian Name (Please Print):

Parent/Guardian Signature:

Date:

Privacy Statement

Niagara Catholic District School Board and the Niagara Training & Adjustment Board respect your privacy. We protect your personal information and adhere to all legislative requirements with respect to protecting privacy. We do not rent, sell or trade mailing lists.

Questions? Please Contact:

Name of SUCCESS Teacher
SUCCESS Teacher
Denis Morris Catholic High School
40 Glen Morris Drive
905-684-8731
patricia.casburn@ncdsb.com

Name of Project Coordinator
Project Coordinator
Niagara Training & Adjustment Board
One St. Paul Street, Suite 605
905-641-0801
tmeszaros@ntab.org

Appendix D:



The Niagara Training & Adjustment Board
le Conseil de formation et d'adaptation
de la main d'œuvre de Niagara



Niagara Catholic District School Board

Date

Dear Sir or Madam:

Congratulations! Your child has been chosen to attend the Summer SUCCESS Camp being offered by the Niagara Catholic District School Board and the Niagara Training & Adjustment Board.

This Camp will be run from *Start Date to End Date with Year* at their destination high school. This Camp is designed for the participants to explore workplace pathways as well as the resources available to them in their community. This will be done through exciting workshops, guest speakers, field trips and many other fun activities. The participants will have a light breakfast as well as lunch provided for them each day. This is all provided at no cost to you!

Enclosed you will find a waiver form which must be completed by you and returned to your child's teacher. Toward the end of *Month* you will receive a package with all the information you will need as well as outlines of the activities in which your child will be participating. Thank you for your interest in the Summer SUCCESS Camp!

Sincerely

Name of Coordinator

Project Coordinator
Niagara Training & Adjustment Board
One St. Paul Street, Suite 605
St. Catharines, ON L2R 7L2
905.641.0801

Appendix E:



THE NIAGARA TRAINING AND ADJUSTMENT BOARD le Conseil de formation et d'adaptation de la main d'oeuvre de Niagara

Date

The Niagara Catholic District School Board and the Niagara Training & Adjustment Board are pleased to have your child participate in the 2006 Summer SUCCESS Camp. This Camp is designed for participants to explore workplace pathways as well as the resources available to them in the community. This will be done through exciting workshops, field trips, guest speakers, and many other engaging activities. Attached you will find the agenda for your child for the week.

The Camp runs from **Tuesday, July 4th to Friday, July 7th, 2006** at *Students Destination School*.

- Drop off time: **8:30 a.m. sharp** at *the main entrance*
- Pick up time: **4:00 p.m. sharp**
* *We would greatly appreciate that these times be respected*
- Breakfast, snacks, and lunches provided daily
- If your child will be absent please call *School Phone Number (ext.)* as soon as possible
- T-shirts, shorts, and running shoes are mandatory each day
- Please bring the Rock Climbing waiver form if you have not already done so when you drop off your child or they will not be able to participate in this activity
- Please inform *Name of Contact* of any dietary concerns as soon as possible at 905.641.0801

Please feel free to contact *Name of Contact* at the Niagara Training & Adjustment Board at 905.641.0801 for any questions or concerns regarding the information found in this package.

Name of Coordinator

Project Coordinator
Niagara Training & Adjustment Board
One St. Paul Street, Suite 605
St. Catharines, ON L2R 7L2
905.641.0801

Appendix F:



THE NIAGARA TRAINING & ADJUSTMENT BOARD le Conseil de formation et d'adaptation de la main d'oeuvre de Niagara

Date

Dear Mr/Mrs:

Welcome to the Summer SUCCESS Camp! On behalf of the Niagara Catholic District School Board and the Niagara Training & Adjustment Board we would like to thank you for your interest in the success of this Camp and all of the hard work that you are willing to put in. The Summer SUCCESS Camp has been designed to focus on the resources and skills that these children will need in order to be successful throughout high school and beyond!

The Camp will run from *start date to finish date*. You will be required to be on location at 8:00 am and are free to leave when all the children have been picked up by their parent/legal guardian.

This week will include a half day at Peaks Indoor Rock Climbing, workshops at the schools designed by your PASS teachers, a day at Queenston Heights with play-day activities and a BBQ, as well as many other engaging activities for these young teens.

In this package designed for you and your Youth Mentor there will be a detailed agenda of each day and any other information that you may need, such as contact numbers, camper information, etc. Please use the resources provided as they will be a huge help in times when the students may have some time to spare.

Thank you again for all your help and we hope you enjoy the week!

Name of Principal of Student SUCCESS

Principal of Student SUCCESS
NCDSB
427 Rice Road
Welland, Ontario
L3C 7C1
905.735.0240 Ext: 126

Name of Executive Director

Executive Director
NTAB
One St. Paul St, Suite 605
St. Catharines, Ontario
L2R 7L2
905.641.0801



Appendix G: Student Tracking Sheet Example

Student SUCCESS Camp Student Tracking Sheet						<i>School Name and Logo</i>	
Name of Student	Feeder School	Address	Phone Number	Emergency Contact Information	Allergies/Special Needs	Health Card Number	
John Smith	St. Mary	123 Success Lane	905 555 1234	Mary Smith- Work:555 1235 Cell: 905 555 1236	Allergic to bee stings	1234 567 890	

Appendix H: **Attendance Sheet Sample**

Name of Student	TUES		WED		THUR			FRI	
	To Peaks	From Peaks	To Niagara College - NOTL	From Niagara College - NOTL	To Niagara College - Welland	From Niagara College - Welland to DM	to Cogeco	From Cogeco to HTZfm	From HTZfm to DM
Johnny Smith	√	√	√	√	√				

Appendix I: DETAILED AGENDA EXAMPLE

Summer SUCCESS Camp - Denis Morris

PASS Teacher ~ Teacher-Facilitator ~ Youth Mentor

	Tuesday, July 4th	Wednesday ,July 5th	Thursday, July 6th	Friday, July 7th
8:30	Arrival - Welcome and Breakfast	Arrival - Breakfast	Arrival - Breakfast	Arrival - Breakfast
8:45				
9:00	Introductions - Icebreakers Tour of the School	Bus to Niagara College	Workshops with St. F and HC: T-Shirts/Bullying/Media Journals Snack - Veggies & Dip	Board Bus to Niagara College - Maid of the Mist Campus
9:15		Arrive at Niagara College		
9:30	Workshops: Cosmetology and Culinary Snack - Popcorn	Workshops: Auto Shop, Construction and Welding Snack - Rice Krispie Squares		Arrive at NC - Go to the auditorium for Armed Forces Speech
9:45				
10:00				
10:15				
10:30				
10:45				
11:00	Lunch - Tortilla Wraps	Pizza Lunch in Cafeteria		JobConnect: Resume and Interview Tips
11:15				Break/Snack- Granola Bars
11:30			Presentation: Motivational Speaker	
11:45			Board Bus to Queenston Heights	
12:00			Arrive at Queenston Heights	
12:15			Board Bus to Peaks Rock Climbing	Bus to Niagara College, NOTL Campus
12:30	Arrive at Peaks - Team Building Activities and Rock Climbing	12:35 - Workshops: Greenhouses, Culinary, and Entrepreneurship Snack- Granola Bars	Board Bus to Cogeco	
12:45			Tour of Cogeco	Play-Day Activities - Capture the Flag Snack- Jumbo Freezies
1:00				Board the bus Snack - Crackers & Cheese
1:15			Tour of HTZFM	
1:30				Finish Picture Journaling Presentations and Evaluations
1:45				
2:00			Snack - Granola Bars	Bus back to School
2:15			Bus Back to School	Picture Journaling and Wrap-Up
2:30	Arrive at School - Picture Journaling and Wrap-Up			
2:45				
3:00	Arrive at School - Picture Journaling and Wrap-Up	Picture Journaling and Wrap-Up	Pick-Up	
3:15				
3:30				
3:45	Pick-Up	Pick-Up	Pick-Up	Pick-Up
4:00				

Appendix J:**Daily Agenda**

	Tuesday	Who/What	Notes
8:30	Breakfast Welcome speech	Principal	Youth Mentor and Teacher-Facilitator to meet students outside front doors with attendance list Youth Mentor to make sure students clean up after activities
9:00	Introductions - Ice Breakers and a Tour of the School	Teacher-Facilitator	<ul style="list-style-type: none"> • Introduce Youth Mentor and their role for the week • Housekeeping • Rules of the school (no running, etc.) • Be respectful to everyone they meet and each other (they are representing not only themselves, but also the Niagara District Catholic School Board) • Name tags must be worn at all times
9:30	Workshops begin - Cosmetology and Culinary	Cosmetology - Nancy Culinary - Stan	Snack in Culinary Workshop? If not have Fruit Cups
11:30	Lunch - Tortilla Wraps	Youth Mentor	<ul style="list-style-type: none"> • Ask a few students to assist with putting the food out • Everyone is asked to clean up after activities
12:00	Bus to Peaks Rock Climbing	All	<ul style="list-style-type: none"> • Remind students to wear name tags at all times • Take attendance on bus ~ Teacher-Facilitator
12:15	Peaks Rock Climbing Snack	All	<ul style="list-style-type: none"> • Snack in meeting room
2:45	Bus to School	All	<ul style="list-style-type: none"> • Take attendance on bus ~ Teacher-Facilitator
3:30	Picture Journaling Wrap-Up Discussion	Teacher-Facilitator Youth Mentor	<p>Teacher-Facilitator:</p> <ul style="list-style-type: none"> • Explain the Picture Journaling <p>Youth Mentor:</p> <ul style="list-style-type: none"> • Download pictures taken throughout the day • Take notes from Wrap-Up Discussion
4:00	Pick-Up		

Appendix K: Contact Sheet Example

Contacts

St. Michael		905-356-5155
	Teacher-Facilitator	Home Phone Number -
		School Number -
	Youth Mentor	Home Number -
	Principal	Cell Number -
	Vice-Principal	Cell Number -
	Vice-Principal	Cell Number -
Lakeshore		905-835-2451
	Teacher-Facilitator	Home Phone Number -
		School Number -
	Youth Mentor	Home Phone Number -
	Principal	Cell Phone Number -
	Vice-Principal	Cell Phone Number -
	Vice-Principal	Cell Phone Number -
Niagara Training & Adjustment Board		905-641-0801
	Project Coordinator	Home Phone Number -
		Cell Phone Number -
	Camp Coordinator	Home Phone Number -
		Cell Phone Number -

Appendix L: Summer SUCCESS Camp 2006 Evaluation

Name of School

Participant 1 to 5 (5 being best)

Venue - *Name of School* 1 2 3 4 5

Food

Breakfast: 1 2 3 4 5

Lunches:

Tuesday ~ Tortilla Wraps 1 2 3 4 5

Wednesday ~ Pizza Lunch with Chips 1 2 3 4 5

Thursday ~ Pasta with Salad 1 2 3 4 5

Friday ~ BBQ - Hot Dog/Hamburgers
(Salad/Fruit) 1 2 3 4 5

Comments/Suggestions:

Tuesday, July 4th

Cosmetology ~ 1 2 3 4 5

 Nancy ~ 1 2 3 4 5

Culinary ~ 1 2 3 4 5

 Stan ~ 1 2 3 4 5

Rock Climbing ~ 1 2 3 4 5

Comments/Suggestions:

Wednesday, July 5th - Niagara College

Workshops:

Greenhouses ~ 1 2 3 4 5

Culinary ~ 1 2 3 4 5

Entrepreneurship ~ 1 2 3 4 5

Auto Shop ~ 1 2 3 4 5

Construction ~ 1 2 3 4 5

Welding ~ 1 2 3 4 5

Comments/Suggestions:

Thursday, July 6th

Media Journals ~	1	2	3	4	5
Bullying ~	1	2	3	4	5
Cogeco ~	1	2	3	4	5
HTZFM ~	1	2	3	4	5
Comments/Suggestions:					

Friday, July 7th

Canada Armed Forces ~	1	2	3	4	5
Marsha ~	1	2	3	4	5
Resume and Interview Tips ~	1	2	3	4	5
Marissa ~	1	2	3	4	5
Capture the Flag ~	1	2	3	4	5
Comments/Suggestions:					

Other:

Picture Journaling ~	1	2	3	4	5
T- Shirts ~	1	2	3	4	5
Comments/Suggestions:					

Teacher-Facilitator - <i>Name of Teacher</i> ~	1	2	3	4	5
Youth Mentor - <i>Name of Youth Mentor</i> ~	1	2	3	4	5
Comments/Suggestions:					

THANK YOU!

Additional Questions for Teacher-Facilitator and Youth Mentor Evaluations

Niagara Training & Adjustment Board

Communication

Organization

Quality of Materials Provided

Staff Interaction

Other:

Registration of Campers

Timing of Camp

Drop off/ Pick Up Times

Buses/ Transportation

Schedule

Activities

Also: Leave extra room for Comments and Suggestions

Appendix N:

Brain Teasers #1

Birth 1111 Death #1	T RN #2	wO _H NiCLE _e #3	SHOOT SHOOT #4
YELLA #5	VAD ERS #6	1 T 3 4 5 6 #7	GET IT GET IT GET IT GET IT #8
oLDER #9	JET #10	business #11	HO _R OB _O D #12

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

Brain Teasers #1 Answers

1. **For Once in a Lifetime**
2. **No U-Turn**
3. **Once in Awhile**
4. **A Parachute**
5. **Back Alley**
6. **Space Invaders**
7. **Tea for 2**
8. **Forget It!**
9. **Getting Older**
10. **Jumbo Jet**
11. **Unfinished Business**
12. **Robin Hood**

Appendix O:

Brain Teasers #2

Each of the 6 items below is a separate puzzle.
How many can you figure out?

1	2
Standing Miss	Hair_____
3	4
YOU JUST ME	HARM ON Y
5	6
MESNACKALS	AREA .____.____.____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Brain Teasers #2 Answers

1. **Misunderstanding**
2. **Receding Hairline**
3. **Just Between You and Me**
4. **3 Part Harmony**
5. **Snack Between Meals**
6. **Area Code**

Appendix P:



Canada Quiz Questions #1

The name “Canada” most likely comes from a Huron-Iroquois word meaning:

- a) Great River
- b) Village or meeting place**
- c) Home of the Manitou
- d) Place where fish abound

The original name of Montreal was?

- a) Hochelaga
- b) Ville Marie**
- c) York
- d) Bytown

The Algonquin Indians called the Ottawa River the kichesippi meaning:

- a) The forever river
- b) The marshy river
- c) Fast flowing river
- d) The great river**

Which nickname has not been applied to Toronto, Canada’s largest metropolitan area?

- a) The windy city**
- b) Muddy York
- c) The good
- d) Hogtown

Which of the following is not a place in Newfoundland?

- A) Tickle bay
- b) Lourdes
- c) Black liars head**
- d) Blow me down bluff

Which animal is an official emblem of Canada?

- a) **The beaver**
- b) The moose
- c) The polar bear

How many provinces and territories are there in Canada?

- a) Ten
- b) Twelve
- c) **Thirteen**

When did "O Canada" become the national anthem?

- a) In 1867
- b) In 1967
- c) **In 1980**

The maple leaf is a prominent Canadian symbol. On what coin does it appear?

- a) **The penny**
- b) The nickel
- c) The quarter

What are Canada's official colours?

- a) Blue and red
- b) Gold and red
- c) **White and red**

What are the animal figures that stand on either side of the shield on the Arms of Canada?

- a) A lion and an elk
- b) A lion and a horse
- c) **A lion and a unicorn**

Niagara Falls is the highest waterfall in Canada:

- a) True
- b) **False; only 57 meters high - Della Falls in BC are 440 meters high**

Appendix O:



Canada Quiz Questions #2

The CN Tower in Toronto is the tallest free-standing structure in the world. How tall is it?

- a) 101 meters
- b) 376 meters
- c) **553 meters**
- d) 998 meters

Which of the following was Canada's only woman Prime Minister?

- a) Audrey McLaughlen
- b) Jeanne Sauvé
- c) **Kim Campbell**
- d) Flora MacDonald

On what day do Canadians honour those who served in wartime?

- a) Christmas
- b) Thanksgiving
- c) **Remembrance Day**
- d) May 24th

In 1992 Roberta Bondar became:

- a) The first Canadian woman to play in the National Hockey League
- b) **The first Canadian woman to be launched into outer space**
- c) The first Canadian woman to win an Oscar for being best actress
- d) The first Canadian woman President of General Motors of Canada

What actor/actress from southern Ontario starred in the mega-hit movies 'Ace Ventura - Pet Detective' and 'Liar Liar'?

- a) Sonja Smits
- b) John Candy
- c) **Jim Carrey**

Where would you find Canada's largest art collection?

- a) Montreal Art Gallery
- b) Ottawa (National Gallery of Canada)**
- c) Halifax Museum

Who placed the world's first long distance telephone call in 1876?

- a) Alexander Graham Bell**
- b) Frederick Banting
- c) Charles Best

What is Canada's longest river?

- a) St. Lawrence River
- b) Fraser River
- c) Mackenzie River**

In 1873, Parliament passed an Act that established the North-West Mounted Police. By what name is the force now known?

- a) Canadian Law Enforcement Department
- b) Royal Canadian Mounted Police**
- c) Federal Bureau of Investigation

Which is Canada's largest province?

- a) Quebec**
- b) New Brunswick
- c) Ontario

What Canadian invention first reached into space in 1981 from the American Space Shuttle?

- a) The hockey puck
- b) The Canada Arm**
- c) The telephone

Which is Canada's longest mountain range?

- a) The Canadian Shield
- b) The Laurentians
- c) The Appalachians
- d) The Rockies**

Appendix R:

Cliché Cutoffs

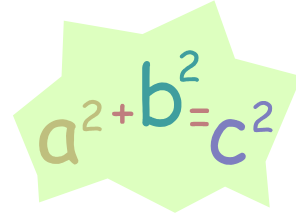
Fill in the Missing Words at the end of each of these old Clichés.

1. Afraid of his own _____
2. Asleep at the _____
3. A back handed _____
4. Between a rock and a _____
5. By word of _____
6. Can't see the forest for the _____
7. Any great journey begins with the first _____
8. To go where no man _____
9. When at first you don't succeed _____
10. Too many cooks spoil the _____
11. Dead men don't _____
12. Beginner's _____

Cliché Cutoffs Answers

- | | |
|---|------------------------|
| 1. Afraid of his Own | <u>Shadow</u> |
| 2. Asleep at the | <u>Wheel</u> |
| 3. A back handed | <u>Comment</u> |
| 4. Between a rock and a | <u>Hard Place</u> |
| 5. By word of | <u>Mouth</u> |
| 6. Can't see the forest for the | <u>Trees</u> |
| 7. Any great journey begins with the first | <u>Step</u> |
| 8. To go where no man | <u>Has gone before</u> |
| 9. When at first you don't succeed | <u>Try Try again</u> |
| 10. Too many cooks spoil the | <u>Broth</u> |
| 11. Dead men don't | <u>Talk</u> |
| 12. Beginner's | <u>Luck</u> |

Appendix S:



Word Equations

Each equation below contains the initials of the words that will make it correct.
Find the missing words.

1. 26 = L of the A - **EXAMPLE:** Letters of the Alphabet
2. 7 = W of the W - _____
3. 5 = # of HP B & 3 is the # of M - _____
4. 1001 = AN - _____
5. 12 = S of the Z - _____
6. 54 = C in a D (with J's) - _____
7. 9 = P in the SS - _____
8. 88 = # of K on a P - _____
9. 0 = DC at which WF - _____
10. 18 = H on the GC - _____
11. 90 = D in RA - _____
12. 200 = D for P G in M - _____

Word Equations Answers

- | | |
|--------------------------------------|--|
| 1. 26 = L of the A - EXAMPLE: | <u>Letters of the Alphabet</u> |
| 2. 7 = W of the W - | <u>Wonders of the World</u> |
| 3. 5 = # of HP B & 3 is the # of M - | <u>Harry Potter Books and 3 is # of Movies</u> |
| 4. 1001 = AN - | <u>Arabian Nights</u> |
| 5. 12 = S of the Z - | <u>Signs of the Zodiac</u> |
| 6. 54 = C in a D (with J's) - | <u>Cards in a Deck (with Jokers)</u> |
| 7. 9 = P in the SS - | <u>Planets in the Solar System</u> |
| 8. 88 = # of K on a P - | <u># of Keys on a Piano</u> |
| 9. 0 = DC at which WF - | <u>Degrees Celsius at which Water Freezes</u> |
| 10. 18 = H on the GC - | <u>Holes on a Golf Course</u> |
| 11. 90 = D in RA - | <u>Degrees in a Right Angle</u> |
| 12. 200 = D for P G in M - | <u>Dollars for Passing GO in Monopoly</u> |

Appendix T:

What Would You Do?



Directions: Use these cards as a fill in activity. These are mostly ethical questions that you can use on the bus or while you're sitting and waiting for something to begin, if you don't have enough time to pull out sheets, or play an active game. Most of these questions can be used as a whole and may start some type of debate in order to get the students thinking!

Read the question out loud to the group. Pick a person to answer the question, if that person does not want to respond they can pass the question on to another player. Each player will only get one pass per game. Listen respectfully to the player's response. If you think the player would not behave the way he/she claims, call a challenge and explain your objection. The player must then defend or amend his/her response.

After eating dinner at an expensive restaurant, your parents ask you to make sure that the bill is correct.

You discover that the waiter has undercharged your parents by \$15.

What do you do? Why?

You're CD shopping with a friend. While you're in one aisle and he/she's in another, you see him drop a CD in his backpack.

What do you do? Why?

Your soccer team has just scored a last-second goal to beat a bitter rival. But you noticed that your teammate's foot was out of bounds when he made the winning kick.

What do you do? Why?

A good friend is struggling to keep up in math class. During a test, he whispers for you to show him your answers.

What do you do? Why?

<p>A friend of yours has bad body odour and doesn't seem to realize it. Other kids make fun of him behind his back.</p> <p>Do you say something to him? To them?</p>	<p>You see your younger brother take \$5 out of your father's wallet - without permission. He mentioned yesterday that he didn't have enough money to buy your parents that special anniversary gift he'd been eyeing.</p> <p>What do you do?</p>
<p>You're babysitting for a neighbour who has told you not to invite anyone over. After you've put the kids to bed, several of your friends show up at the door - unannounced.</p> <p>Do you turn them away or let them in? What do you tell the neighbour?</p>	<p>You're trying to sell your car through the newspaper. Your mechanic recently told you that the car will soon need a rear brake job and a new exhaust system. You've got a buyer on the hook.</p> <p>Do you tell him/her what the mechanic said? Why or Why not?</p>

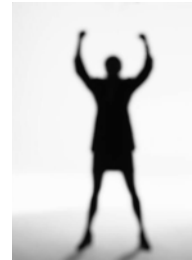
<p>You're a parent and you're concerned about your teenage daughter. She has seemed withdrawn this past week, and you suspect something is wrong in her social life.</p> <p>While tidying up her room you discover her diary. It's locked, but the key is attached.</p> <p>What do you do? Why?</p>	<p>You're an eighth grade teacher on recess duty. From a distance, you see a student filing her nails with a metal clipper that has a small knife attached. As you approach her, she quickly puts the clipper in her pocket. Your school has a zero tolerance policy against knives.</p> <p>If turned in the girl will automatically be suspended for two weeks and the police will be contacted.</p> <p>What do you do? Why?</p>
<p>You're a mayor who has the final say over whether a nuclear power plant will be built in your town. Unemployment in your town is very high, and this company promised to hire many local people if allowed to build.</p> <p>The reports you've read say that many of this company's nuclear power plants have poor safety records.</p> <p>What do you do? Why?</p>	<p>You're a police officer and you've just pulled someone over for speeding. After you request the driver's license and registration, he/she hands them to you wrapped in a hundred-dollar bill.</p> <p>Then he/she says, "Do you need anything more from me officer? I want to cooperate in any way I can."</p> <p>How do you respond? Why?</p>

Appendix U: **Inspirational Story Sample**

Inspirational Stories

Don't Quit

When things go wrong as they sometimes will;
When the road you're trudging seems all uphill;
When the funds are low, and the debts are high;
And you want to smile, but you have to sigh;
When care is pressing you down a bit -
Rest if you must, but don't you quit.
Success is failure turned inside out;
the silver tint of the clouds of doubt;
and you can never tell how close you are;
it may be near when it seems afar.
So, stick to the fight when you're hardest hit -
It's when things go wrong that you mustn't quit.



Appendix V:

Picture Journal Activity



- ◆ You - the Youth Mentor - will be taking pictures everyday of the students participating in the workshops and activities.
- ◆ At the end of each day you will download them onto the computers.
- ◆ They will pick out their favourite picture for that day and upload the picture into Word or PowerPoint.
- ◆ At the bottom they write a small paragraph about the picture- answering all of the questions below.
- ◆ At the end of the week they will do a quick 2 minute presentation (if time allows) to the rest of the group about their favourite parts of the week and why they were their favourites.

Here are the questions that they must answer each day:

- ~ What are they doing in the picture?
- ~ Why is this their favorite part of the day?
- ~ Who is in this picture?
- ~ Where was this picture taken?
- ~ What did they learn from the activity they're doing in this picture?

- ◆ At the end of the week the Youth Mentor will save the pictures to a CD for NTAB and send it in the self-addressed envelope provided, along with the completed evaluations.

Thank You

Appendix W:

Meal Plan Sample - One Day

For the week of July 4th to July 7th, 2006

Tuesday, July 4th

Breakfast

Choice of:

- ◆ Bagels with Cream Cheese
- ◆ English Muffins
- ◆ Cereal (Raisin Bran and Frosted Flakes)
- ◆ Fruit
- ◆ Yogurt
- ◆ Milk
- ◆ 100% Juice

Snack

- ◆ Veggies and Dip (cucumber, celery, and carrots)
- ◆ Juice
- ◆ Water

Lunch

Make your own Tortilla Wraps using the following ingredients:

- ◆ Shredded Cheese
- ◆ Sliced Turkey Breast
- ◆ Salsa
- ◆ Sour Cream
- ◆ Salad Dressing (Ranch)
- ◆ Lettuce
- ◆ Tortillas
- ◆ Juice
- ◆ Water

Snack

- ◆ Granola Bars and Fruit Cups
- ◆ Juice
- ◆ Water

Appendix X:



MEDIA RELEASE

FOR IMMEDIATE RELEASE

Summer SUCCESS Camp

The Niagara Training & Adjustment Board in partnership with the Niagara Catholic District School Board, are providing a Summer SUCCESS Camp for selected Grade 7 and 8 students attending Niagara Catholic District Secondary Schools in the Fall.

The purpose of the Camp is to support students entering high school in September 2006 and ensure that the transition from Grade 8 to Grade 9 is smooth and successful. The Camp is tailored to meet student interests and will provide each student with the opportunity to explore program pathways offered at high school. The Camp will create linkages to exciting high school programs, college programs, and careers within the Niagara Region. Engaging students in relevant learning for their future will be the key Camp strategy.

Tuesday, July 4th through Friday, July 7th, 2006 students will explore high school and potential careers while engaging in fun activities, interactive workshops, and touring the Niagara Business Community. Through various hands-on activities, campers will have the opportunity to develop and understand the importance of the essential workplace skills necessary to be successful in the workplace.

For additional information, please contact:

Name of ED
Executive Director
Niagara Training & Adjustment Board
905.641.0801

Name of Principal
Principal, Student SUCCESS Programs
Niagara Catholic District School Board
905.735.0240, x126