



AmeriCorps Promise Fellow Member Half Term Training Calendar and Important Due Dates 2018 – 2019



Promise Fellow Kickoff!

Topic: AmeriCorps Promise Fellow (PF) Welcome to Service!
All Members will attending the Promise Fellow Kickoff! on their first day of service. Learn **Establish** in Establish Maintain Restore

Corps	Date	Time	Location
1/1 Start	Wed., Jan 2 nd	9:30am – 4pm	Alliance Training Room
1/16 Start	Wed., Jan 16 th	9:30am – 4pm	Alliance Training Room
2/1 Start	Fri., Feb 1 st	9:30am – 4pm	Alliance Training Room
2/16 Start	Tue., Feb 19 th	9:30 – 4pm	Alliance Training Room

Small Corps Meeting #1

Topic: Data Orientation & **Maintain** in Establish Maintain Restore
For 9/1 and 9/16 Starts

Corps	Date	Time	Location
January 1st and 16th Start Dates			
1/1 & 1/16 Start	Tue., Jan 29 th	9:00am – 4pm	Alliance
2/1 & 2/16 Start	Tue. Feb 26 th	9:00am – 4pm	Alliance

Data Tracking Baseline Benchmark (Due Dates Below)

Promise Fellows need at least 10 student profiles with complete Attendance baseline, SEI Engagement baseline, Work Completion baseline, and Intervention data for all Focus List Youth being served. Please be in contact with your trainer if you are serving less than 10 youth.

Promise Fellow Start Date	Due Date
1/1 & 1/16 Start	Fri, Feb 15 th
2/1 2/16 Start	Fri, Mar 15 th

Data Tracking Benchmark #1

Promise Fellows need complete student profiles and baseline data with up to date Quarter 1 Attendance, Quarter 1 Work Completion, and Intervention data for all *Focus List Youth being served. Please be in contact with your trainer if you are serving less than 15 youth.*

**Promise Fellows with November start dates will start with Benchmark #2*

Half Term:

Academic Schedules	Due Date
Quarterly & Trimester Schedules	Fri., Mar 29 th

5 Comparison Students Built

Promise Fellows need to build 5 comparison students that do not qualify to be served. These students should have an attendance rate between 90 - 92% or and SEI score between 101 - 110

Half Term

Academic Schedules	Due Date
Quarterly & Trimester Schedules	Fri., Mar 29 th

Self-Care, Stress & Neuroscience Training (optional, RSVP with Joe V.)

Friday, January 25, 2018 (9:30am to 4:00pm)

Location: The Northvest Area Foundation 60 Plato Boulevard E, Suite 400 St.Paul, MN 55107

Learn how to manage stress, handle negative situation effectively and stay grounded while dealing with your future.

- **January Support Circle (optional) 1/11 9am – 12noon**
- **February Support Circle (optional) 2/8 9am – 12noon**



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Data Tracking Benchmark #2

Promise Fellows need complete student profiles and baseline data with up to date Quarter 4 Attendance, Quarter 4 Work Completion, and Intervention data for all *Focus List Youth being served*. Please be in contact with your trainer if you are serving less than 15 youth.

Academic Schedules	Due Date
Quarterly & Trimester Schedules	Fri., Jun. 14 th

Small Corps Meeting #4

Topic: Sustainability & Summer Planning

Corps	Date	Time	Location
Osprey	Tues., March 5 th	9:00am – 4:00pm	Alliance
Minnehaha	Wed. March 6 th	9:00am – 4:00pm	Alliance
Monarch	Thur., March 7 th	9:00am – 4:00pm	Alliance
Pine	Fri., March 8 th	10:00am – 5:00 pm	Northland Arboretum
Birch	Wed., March 13 th	9:00am – 4:00pm	Alliance
Pipestone	Fri., March 15 th	10:00am – 5:00 pm	Northfield HCI

- **March Support Circle (optional) 3/8 9am – 12noon**

Promise Fellow Week! : March 4th – 8th

- **April Support Circle (optional) 4/12 9am – 12noon**

PF April Regional Retreat

Topic:

The April Regional Retreat will include opportunities for personal and professional development focused on Life After AmeriCorps as well as resources and updates around operations, compliance, evaluation, and recruitment.

Corps	Date	Time	Location
Pine	Wed., April 24 th	10am – 5pm	Northland Arboretum
Monarch, Birch and Granite	Thur., April 25 th	9am – 4pm	Amherst H. Wilder Foundation
Osprey, Pipestone, Minnehaha	Fri., April 26 th	9am – 4pm	Amherst H. Wilder Foundation

Spring PF Call Check-In (May - June)

A Host Site call will be conducted in the spring with each PF to support members during the end of the service term.

- **May Support Circle (optional) 5/10 9am – 12noon**

Small Corps Meeting #5

Topic: Service Term Closure

Corps	Date	Time	Location
Osprey	Tues., June 11 th	9:00 am – 4:00 pm	Alliance
Minnehaha	Wed., June 12 th	9:00 am – 4:00 pm	Alliance
Monarch	Thur., June 13 th	9:00 am – 4:00 pm	Alliance
Pine	Fri., June 14 th	10:00am – 5:00 pm	Northland Arboretum
Birch	Wed., June 19 th	9:00 am – 4:00 pm	Alliance
Pipestone	Fri., June 21 st	10:00am – 5:00 pm	Northfield HCI

- **June Support Circle (optional) 6/14 9am – 12noon**

- **July Support Circle (optional) 7/12 9am – 12noon**



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End of Year Evaluation (sent 4 weeks prior to end date, due 2 weeks prior)

Promise Fellow and Supervisor provide final feedback on performance, accomplishments, and growth. This evaluation will be sent out 4 weeks prior to Promise Fellow exit date, it is due two weeks before the last day of service.

End of Service Retreat:

- **North Regional:** Tues., July 9th Location TBD
- **Metro/South:** Thur., July 11th Location TBD