

**Federal Reserve Bank of St. Louis  
Investment Connection Proposal**



Contact	Sonji Branch
Title	Executive Director
Email Address	<a href="mailto:sbranch@cistn.org">sbranch@cistn.org</a>
Phone	901-260-9674
Organization Name	Communities In Schools of Tennessee at Memphis
Mission statement	<p>Communities In Schools (CIS) is the nation’s leading dropout prevention organization, with a mission to surround students with a community of support empowering them to stay in school and achieve in life. Communities In Schools of Tennessee at Memphis (CISTN@Memphis) is a private 501(c)(3) non-profit affiliate of the CIS national network. Adhering to the CIS model, staff members support students staying in school and achieving in life by providing for the five basics:</p> <ul style="list-style-type: none"> <li>(1) A one-on-one relationship with a caring adult;</li> <li>(2) A safe place to learn and grow;</li> <li>(3) A healthy start and a healthy future;</li> <li>(4) A marketable skill to use upon graduation; and</li> <li>(5) A chance to give back to peers and community.</li> </ul> <p>To provide for these five basics and to ensure students are prepared to achieve in life, the CIS model requires inclusion of college and career readiness for the students we serve.</p>
Overview of Organization	<p>As an affiliate of the CIS National network, CISTN@Memphis follows the national standards for quality called “Total Quality Systems,” which monitors the fidelity of integrated student services. CISTN@Memphis received accreditation in 2016, confirming that the organization meets all Total Quality System standards and has high fidelity to the CIS model. ICF International examined CIS at an organizational, school and student level and determined the CIS model to be "unique in its ability to lower dropout rates and increase on time graduation compared to other dropout</p>

	<p>prevention programs (ICF International, 2010).” Further, the results of the national evaluation demonstrate CIS’ focus on delivering integrated student services is effective "regardless of grade level, geography and student demographics" (ICF International, 2010). CISTN@Memphis has implemented the CIS Model, with fidelity for three years. As a result, all staff are skilled in leading and supervising programs using a data-informed approach to support students/youth in achieving specific goals. CISTN outcomes from 2016-17 demonstrate this commitment and approach. In 2016-17, of the K-11<sup>th</sup> case managed students served, 95% stayed in school and 87% were promoted to the next grade level. Of the case managed 12<sup>th</sup> grade students served, 89% graduated.</p>
Website	www.cistn.org
Location of project/activity	Memphis
Project/proposal title	College and Career Readiness Program at Melrose High School
Support request	Investment/Grant
Requested amount	In May 2017, CISTN@Memphis was awarded a contract of \$94,410 to provide In-School Youth Services Programming under the Workforce Innovation and Opportunity Act of 2014 with the Workforce Investment Network (WIN). This contact is for two years at \$47,205 each year. The total cost for program implementation is \$114,000 per year. A grant of \$134,000 for two years (\$67,000/year) will fully fund the workforce development programming at Melrose High School.
Other significant partners in the proposal	<p>City of Memphis – Workforce Investment Network  AT&amp;T  Tech 901  Youth Villages Anaya Program  Leadership Memphis  Junior Achievement  Community Foundation of Greater Memphis  Shelby County Schools  Community Foundation of Greater Memphis  Poplar Foundation  Pyramid Peak Foundation  Seeding Success</p>
Proposal narrative	CISTN@Memphis is proud of its successes over the past three years supporting students living in some of the most disadvantaged neighborhoods in the city to stay in school and graduate from high school. At the same time, CISTN@Memphis recognizes that graduating from high school is a first step for our city’s youth and we need to

support these youth in finding the best next step – in to college and/or careers. CISTN@Memphis’ desire to take this next step with the students we serve led us to partner with the Workforce Investment Network to create a College & Career Readiness Program. The 2017-18 school year will be the inaugural year for launching this critical program in one of the high schools we serve. Once we pilot our College & Career Readiness Program this school year, we plan to expand the program to all of the high schools we serve.

CISTN@Memphis understands that working to build the future workforce of Memphis is complex, especially with almost one quarter of all youth 20-24 years old in Memphis not in school nor working. Of these disconnected youth, approximately 75% are living at 200% of the poverty level or lower. Having youth who are disconnected is not simply a function of students not completing high school since 48% do have a diploma. The data clearly indicate that youth would benefit from support to help them graduate from high school as well as assistance in the pursuit of their post-secondary endeavors in order to become the workforce of tomorrow.

In order to address this need, high school youth will be enrolled in the CISTN@Memphis College & Career Readiness Program which employs the nationally recognized, evidence-based

Communities In Schools drop-out prevention model. This includes school-based services such as leadership development groups, mentoring, tutoring, and referrals to community support for counseling, basic needs, food, school supplies, substance abuse prevention, financial literacy education, and summer work experiences. The core of the CISTN@Memphis College & Career Readiness Program is four-fold:

(1) Work Readiness: Throughout their 12th grade year in high school, youth will be involved in both group and individual work readiness programs including the items below.

- a. Work Readiness workshops such as resume writing, interview skills, active listening, conflict de-escalation, teamwork, and other inter-personal skills
- b. Career exploration workshops to investigate future in-demand jobs in the region and qualifications needed for these jobs, explore personal career interests, and identify appropriate career pathways.
- c. Workplace visits to increase exposure to various career pathways. For example, CISTN currently partners with AT&T annually for an interactive and inspirational career

	<p>exploration day.</p> <p>d. Individual meetings to discuss post-secondary plans, barriers to successfully achieve those plans, and supports that CISTN and other community organizations can provide.</p> <p>e. Connect youth to training programs such as the Hardware Tech program through Tech901.</p> <p>f. Job search and application assistance.</p> <p>(2) College Readiness: For youth focused on the college post-secondary path, CISTN will provide the following supports:</p> <p>a. ACT prep</p> <p>b. FAFSA night to support timely completion</p> <p>c. School match consultations</p> <p>d. Application assistance, including personal essays</p> <p>e. Independence skills such as budgeting, self-management, personal advocacy, etc.</p> <p>f. College visits</p> <p>(3) Summer Engagement: To prevent summer melt, CISTN will hold regular group and individual events throughout the summer to ensure youth are preparing for college and supported in their post-secondary transitions.</p> <p>(4) Post-Secondary Support: As youth transition into their post-secondary opportunities, whether school or work focused, CISTN will continue to provide support to ensure students are able to stay focused and committed to their post-secondary plans.</p>
Issues addressed	Economic/workforce development
Geographic impact	Countywide; Citywide; Neighborhoods
Population served	CISTN@Memphis is piloting the College & Career Readiness Program at Melrose High School during the 2017-18 school year. Melrose High School serves a neighborhood that has struggled economically over the past couple decades. Today, at least 99% of the students are African-American and over 92% of students at Melrose come from families that are economically disadvantaged; struggling with the impacts of poverty. The College & Career Readiness Program will focus on serving seniors.
Income of population served	Over 92% of the students served are considered economically disadvantaged, meaning that family meets the income eligibility guidelines for free or reduced-priced meals (less than or equal to 185% of Federal Poverty Guidelines).
Anticipated outcomes/impact	The College & Career Readiness Program is designed to help students graduate from high school, develop skills necessary for success in post-secondary settings, and enroll in and complete post-secondary programs. As

	<p>such, out anticipated outcomes for the seniors served are that:</p> <ul style="list-style-type: none"> <li>☑ 84% will graduate from high school</li> <li>☑ 81% will enroll in post-secondary educational programs or gain employment</li> <li>☑ 84% will improve their literacy and numeracy skills</li> <li>☑ 85% will improve their social-emotional and work readiness skills</li> </ul> <p>Ultimately, the College &amp; Career Readiness Program is designed to build a stronger future workforce and contribute to breaking the ties of generational poverty.</p>
<p>Evaluation methods used to measure success</p>	<p>The CIS Model includes rigorous expectation regarding tracking and reporting progress for students. At the beginning of each school year, individualized goals are developed for each student that includes a specific metric. Each quarter, the school-based staff member is required to document data for the metric and indicate if the student is making progress. At the end of the school year, goal achievement is determined based on the metric data and the baseline and target data included in the individualized goal statement. The database used to assist in this work is called CISDM and is provided by the CIS National Office for the entire CIS network to use. All metric data and progress is entered into CISDM and through reports, these data are monitored and analyzed to inform adjustments that may need to be made. The metrics for student goals are as follows:</p> <ul style="list-style-type: none"> <li>☑ Attendance rate</li> <li>☑ Out-of-school suspensions</li> <li>☑ Academic grades/ course completion</li> <li>☑ Social-emotional learning assessment administered as a pre and post test, developed by the CIS National Office</li> </ul> <p>In addition to tracking goal progress and achievement, and as part of our commitment with the Workforce Investment Network, CISTN@Memphis will be tracking, verifying, and reporting the following data points for each student served:</p> <ul style="list-style-type: none"> <li>☑ Graduation status</li> <li>☑ Post-secondary school enrollment and completion</li> <li>☑ Employment status</li> <li>☑ Literacy and numeracy improvement using the TABE Assessment as a pre and post test</li> </ul>
<p>Project time frame</p>	<p>New Program</p>