**2013/2014 End of Year Volunteer Program Report**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2013/2014 Year-To-Date. Countywide Totals** | | | | | | | | |
| **Total Hours by Category:** | | | | | | | | |
|  |  | **Instructional Service Hours** | | | **133395** |  |  |  |
|  |  | **Support Service Hours** | | | **592524** |  |  |  |
|  |  | **Total Hours** | | | **725919** |  |  |  |
| **Total Volunteers** | | **68927** |  |  |  |  |  |  |
| **Total Volunteers with Hours** | | **16352** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Gender:** |  | **Male** |  | **Female** |  |  |  | **Not Marked** |
|  | **Total** | **24207** |  | **65315** |  |  |  | **0** |
|  | **with Hours** | **4152** |  | **14097** |  |  |  | **0** |
|  |  |  |  |  |  |  |  |  |
| **Age:** |  | **5 - 20** |  | **21 - 61** |  | **62+** |  | **Not Marked** |
|  | **Total** | **9318** |  | **72078** |  | **8103** |  | **23** |
|  | **with Hours** | **2241** |  | **13930** |  | **2077** |  | **1** |
|  |  |  |  |  |  |  |  |  |
| **Race:** | **Black** | **Hispanic** | **White** | **Asian** | **Native American** | **Pacific Islander** | **Multi Racial** | **Not Marked Other** |
| **Total** | **8555** | **5194** | **266** | **2216** | **107** | **266** | **881** | **2717** |
| **with Hours** | **1269** | **879** | **14749** | **448** | **15** | **109** | **242** | **520** |

**Mentor Programs # of Mentors and Hours**

|  |  |  |
| --- | --- | --- |
| |  | | --- | |  | | |
|  | | |
|  | |  |  |  | | --- | --- | --- | |  |  |  | | **Mentors** | | | | **Mentor Type** | **Volunteers** | **Hours** | | General Mentor | 1322.0 | 64217.5 | | 5000 Role Models | 59.0 | 3141.5 | | Big Brothers Big Sisters | 173.0 | 2777.0 | | Take Stock In Children | 1325.0 | 60624.0 | | Girlfriends of Pinellas | 65.0 | 2821.0 | | |
|  | | |
|  | |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  | | **Volunteers Hours** | | | | | **ES** | **MS** | **HS** | **Total** | | 414,193.0 | 89,871.0 | 199,495.0 | 703,559.0\* | | |

*\*Please note: The total hours does not include Admin and Charter Schools Volunteer Hours*

**2013/2014 Mentors Trained**

|  |  |
| --- | --- |
| 925 | Mentors Placed |
| 12 | Mentors will be Matched in the Fall 2014/2015 |
| 6 | Pending |
| 141 | Do not wish to mentor at this time |
| 39 | Unable to contact |
| \*155 | Need to be contacted/or Profile needs to be updated in the system |
| **1278** | **Trained Mentors** |

\*Please note: School Liaisons are currently matching mentors or updating the system. Most of these mentors have been recently trained and are waiting for placement. I will update the numbers after June 9th.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Mentor Type** | **Gender** | **Total** | **Hispanic [H]** | **American Indian/Alaskan native [I]** | **White, non-Hispanic [W]** | **Black, non-Hispanic [B]** | **Asian/ Pacific Islander [A]** | **Multiracial [M]** | **Unknown [U]** |
| 5000 Role Models | Male [M] | 61 | 4 | 0 | 6 | 45 | 0 | 6 | 0 |
| Big Brothers Big Sisters | Female [F] | 75 | 16 | 0 | 32 | 21 | 2 | 2 | 2 |
| Big Brothers Big Sisters | Male [M] | 43 | 7 | 0 | 15 | 17 | 1 | 3 | 0 |
| General Mentor | Female [F] | 424 | 23 | 3 | 194 | 156 | 11 | 21 | 16 |
| General Mentor | Male [M] | 604 | 22 | 2 | 261 | 257 | 16 | 25 | 21 |
| Girlfriends of Pinellas | Female [F] | 16 | 0 | 0 | 2 | 14 | 0 | 0 | 0 |
| Peer to Peer Mentor | Female [F] | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Peer to Peer Mentor | Male [M] | 4 | 3 | 0 | 1 | 0 | 0 | 0 | 0 |
| Take Stock In Children | Female [F] | 649 | 69 | 0 | 286 | 195 | 44 | 52 | 3 |
| Take Stock In Children | Male [M] | 606 | 73 | 1 | 277 | 171 | 45 | 37 | 2 |
| Tutor | Female [F] | 139 | 7 | 0 | 95 | 26 | 1 | 6 | 4 |
| Tutor | Male [M] | 176 | 10 | 1 | 103 | 37 | 5 | 14 | 6 |
| **Total Students** |  | **2799** | **236** | **7** | **1272** | **939** | **125** | **166** | **54** |
|  |  |  |  |  |  |  |  |  |  |
| **Mentor\_Type** | **Gender** | **Total** | **Hispanic [H]** | **American Indian/Alaskan native [I]** | **White, non-Hispanic [W]** | **Black, non-Hispanic [B]** | **Asian/ Pacific Islander [A]** | **Multiracial [M]** | **Unknown [U]** |
| 5000 Role Models | Male [M] | 61 | 4 | 0 | 6 | 45 | 0 | 6 | 0 |
| Big Brothers Big Sisters | Male [M] | 43 | 7 | 0 | 15 | 17 | 1 | 3 | 0 |
| General Mentor | Male [M] | 604 | 22 | 2 | 261 | 257 | 16 | 25 | 21 |
| Peer to Peer Mentor | Male [M] | 4 | 3 | 0 | 1 | 0 | 0 | 0 | 0 |
| Take Stock In Children | Male [M] | 606 | 73 | 1 | 277 | 171 | 45 | 37 | 2 |
| Tutor | Male [M] | 176 | 10 | 1 | 103 | 37 | 5 | 14 | 6 |
| **Total Male Students** |  | **1494** | **119** | **4** | **663** | **527** | **67** | **85** | **29** |
|  |  |  |  |  |  |  |  |  |  |
| **Mentor\_Type** | **Gender** | **Total** | **Hispanic [H]** | **American Indian/Alaskan native [I]** | **White, non-Hispanic [W]** | **Black, non-Hispanic [B]** | **Asian/ Pacific Islander [A]** | **Multiracial [M]** | **Unknown [U]** |
| Big Brothers Big Sisters | Female [F] | 75 | 16 | 0 | 32 | 21 | 2 | 2 | 2 |
| General Mentor | Female [F] | 424 | 23 | 3 | 194 | 156 | 11 | 21 | 16 |
| Girlfriends of Pinellas | Female [F] | 16 | 0 | 0 | 2 | 14 | 0 | 0 | 0 |
| Peer to Peer Mentor | Female [F] | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Take Stock In Children | Female [F] | 649 | 69 | 0 | 286 | 195 | 44 | 52 | 3 |
| Tutor | Female [F] | 139 | 7 | 0 | 95 | 26 | 1 | 6 | 4 |
| **Total Female Students** |  | **1305** | **117** | **3** | **609** | **412** | **58** | **81** | **25** |

**2013/2014 Completed Projects/Programs**

* Recruitment Fair – 350 Attendees
* 55 Mentor Workshops Held throughout the District
  + 32 PCS Workshops
* 24 Schools qualified for the 2013/2014 5 Star State Award
* 114 Schools qualified for the 2013/2014 Golden School State Award
* 99 Schools Nominated 189 Outstanding School Volunteers in 2013/2014
* 38 New Liaison Trained in 2013/2014
* 4 Family & Community Liaisons Training held in 2013/2014
* 1 5 Star Award & Outstanding School Volunteer Award Training
* Currently there are 2 Open Liaison Position
* 6 Liaisons that will be leaving the position at the end-of-the-school-year
* Built reports for BBBS and updated reports for TSIC

**Background Checks Completed**

* 2102 - Level 2 Processed and Profiles Updated
* 11,640 -Local/National Background Checks
* 330 – Ineligible Volunteers Processed
* 1600 Active Volunteers whose background checks have expired (in-process)
  + Current Work
    - Background Checking All Generally Active Volunteers
    - Cleaning out duplicates
    - Updating Limited Active Volunteers
    - Filing Applications and CO Files for 2013/2014

**2014/2015 Completed and Current in development**

* 2014/2015 Mentor Workshop flyers posted and updated as needed
* 2014/2015 Volunteer Program Calendar Completed (Rooms Booked) – See Attached
* 2014/2015 Speaker Directory, Speaker Applications and Teacher Packet Updated – On website and Public Folders
* Volunteer System
  + Outline draft of current system needs and review of alternative database management systems Deliverable 6/23
    - Viewed 6 Database Management Systems
    - Have 2 proposals w/cost
* Departmental Brochure
  + Final design and draft for review the week of June 9th
* Mentor Recruitment Video
  + Video Taping of Mentors and Students – Completed
  + Video Taping of Business Partner – In Progress
  + Editing to start Mid-June
  + To be completed by Mid-August
* Family & Community Relations – Volunteer Program Manual
  + Last Update in 2011
  + Draft started
* Speaker Directory
  + Updating directory and application
  + Policy under review
* Updating Mentor Presentation
* Updating Basic Trainings for Family & Community Liaisons
* Updating 5 Star and OVS Trainings

**2014/2015 Calendar of Events**

**August**

* 8th Liaison Return to Work – Welcome Back
  + Set action plan with manager - **Update action plan in WebexOffice**
* **Set up Staff Orientation Date to review Volunteer Program Processes and Policy**
  + Review School Schedule for Back to School Night(s) – Prepare Volunteer Packets – Start Recruiting
  + Place articles in School Newsletters
  + Start Recruiting Speakers for the Great American Teach-In (GATI)
* **18th School Opens**
  + Recruit volunteers for mentor workshops, post flyers
  + Plan Volunteer & Business Partner Orientation
* **21st** **Liaison Basic Training I** – Admin E111, 9:00 to 1:00 – Mandatory for New Liaisons, all liaison’s welcome **RSVP**

**September**

* + Recruit volunteers and business partnerships
  + Continue recruiting GATI Speakers
  + Update Data in WebOffice
* **11th All Liaison District Meeting – 9:00 to 1:00 – Mandatory Mtg., Conference Hall, Admin, Largo. 8:30 Breakfast**
* **4th Liaison Basic Training II** – Admin E111, 9:00 to 1:00 – Mandatory for New Liaisons, all liaison’s welcome - **RSVP**
  + Make sure volunteers are logging hours in Portal
* TBD -5 Star Board Presentation @Admin., Conf. Hall
* Reserve a date for a Mentor Workshop at your school

**October**

* **2nd** **5 Star Award & Outstanding School Volunteer Nominations Workshop** – Admin E111, 9:00 to 1:00 **RSVP Required**.
  + Select volunteer(s) for the Outstanding School Volunteer Nomination
  + Continue recruiting GATI Speakers
  + Continue to recruit volunteers and business partners. Post Mentor workshops flyers
  + Remind Volunteers to log hours
  + Place articles in school newsletter
  + Update data in WebOffice

**November**

* **19th or 20th Great American Teach-In** **– *Date TBD***
* **24th – 28th** Thanksgiving Break
* **Complete Outstanding School Volunteer Nomination Forms (OSV)**
* Continue to recruit
* Post Mentor Workshops flyers
* Place articles in school newsletter, share volunteer stories
  + Volunteers must log hours in Portal
  + Update data in Webexone

**December**

* **8th Outstanding School Volunteer Nomination (OSV) Due** to District Office
* **22rd – January 2nd –** Winter Break
  + Thank volunteers and business partners in school newsletter
  + Volunteers are logging hours in Portal
  + Update data in Webexone

**January 2015**

* **5tht Last Day to Enter Hours** in the Volunteer System for First Semester
* **2nd Second Semester Starts**
* **8th Liaison Basic Training I** – Admin, 9:00 to 1:00 – RM E111 **Mandatory for New Liaisons**, all liaison’s welcome
* **9th Reports are due – Reports 06 & 95**
* **22th** **Liaison Basic Training II** – Admin, RM E111, 9:00 to 1:00 – **Mandatory for New Liaisons**, all liaison’s welcome
* **30th District Meeting** – 9:00 to 1:00, Largo Cultural Center, Largo. **Mandatory** Attendance. **RSVP**
  + Start Recruitment drive for volunteers and business partnerships
* Start planning volunteer and business partner recognition
* Place Volunteer articles in school newsletter
* Post workshops flyers
  + Update Data in Webexone

**February**

***Volunteer Appreciation Month***

* **TBD** Outstanding School Volunteer Board Presentation on Regional Winners
* ***February is Volunteer Recognition Month in Pinellas***

**March**

**30th – April 3rd** Spring Break

* + Place articles in school newsletter, share volunteer stories
  + Volunteers are logging hours

**April**

***Volunteer Recognition Events***

* **23th District Outstanding School Volunteer Recognition Event** – ***By invitation only***
  + Place articles in school newsletter
  + Volunteers are logging hours

**May**

***School Volunteer Recognition Events Continue***

* **22nd  2014/2015 – Last Day to Enter Hours in the Volunteer System for Second Semester – Cont. to log volunteer hours**
* **27th End-of-Year Report Due to District Office**
  + Place articles in school newsletter, share volunteer stories
  + Survey Volunteers and Business Partners
  + Clean out files
  + Prepare End-of-Year To Do List
  + Keep logging volunteer hours, update data in Webexone
* ***Identify next year’s Outstanding School Volunteer Nominees***

**June**

* + 2nd Last Day of School
  + Prepare Packets for next school year
  + Set Date for Staff Orientation
  + Review program and year-end-data with manager. Develop Goals for next year with your manager