



verizon^v

Youth Educational Enrichment Series

#LULACPrograms #SayYEESToSTEAM



2020-2021

PARENT / GUARDIAN HANDBOOK

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About LULAC

The **Mission** of the League of United Latin American Citizens (LULAC) is to advance the economic condition, educational attainment, political influence, housing, health and civil rights of the Hispanic population of the United States.

As the premiere grassroots Hispanic organization in the United States, LULAC has a rich history of providing Hispanic communities with the technological skills needed to reduce the economic and educational disparities that are all too prevalent in our communities. Over the last 15 years, LULAC has empowered communities to immerse themselves in the digital age by providing state-of-the-art computer technologies and safe spaces in the United States and Puerto Rico to bridge the digital divide in our communities through robust programming.

With 68 Empowering Hispanic America with Technology (EHAT) centers distributed throughout the United States and Puerto Rico, LULAC has been able to serve low-income Hispanic communities by providing access to and utilization of key telecommunication technologies which have been historically out of reach for this demographic. Through this, LULAC has built technological education programs centered around literacy, technology immersion, robotics and coding, entrepreneurship and leadership.

LULAC in partnership with Verizon are working to empower the next generation of leaders through LULAC's Youth Educational Enrichment Series (YE²S) program to elevate the representation of the Hispanic community in STEAM education and careers.

Hispanics in STEAM

The lack of representation in STEAM fields is even more prevalent among Hispanics. Although Hispanics account for almost 20 percent of the country's youth population, they represent only 2 percent of the STEAM workforce. While Hispanics have a strong interest in STEAM subjects, they are significantly less likely to earn a degree or certificate in a STEAM field. Some of the factors that are keeping low-income students away from STEAM occupations include low representations in the workforce as role models and lack of exposure to a robust STEAM curriculum and mentorship pipeline. Various socio-economic reasons contribute to inequality in the educational landscape and students that are classified as low-income are not sufficiently exposed to STEAM subjects at the K-12 Levels.

Introduction

LULAC's Youth Educational Enrichment Series (YE²S) program is a movement to empower Hispanic youth across the United States to emerge in the fields of STEAM and aid in diminishing the digital divide through social engagement and mentorship. The program is designed to increase digital literacy skills while exposing students to STEAM-fields and empowering them through professional development in efforts to prepare students for post-high school and expand digital inclusion in the community.

With the help of Verizon mentors and volunteers, the YE²S program will have access to over 15,000 industry professionals around the world that are eager to help program participants take advantage of technology, access to connectivity and insight on the application of technology for problem-solving, gainful employment and entrepreneurship. Volunteers from LULAC's network of over 1,000 councils across the nation and Puerto Rico will also be available to engage with students and provide mentorship. In addition to the insightful access to different career professionals, the program will help provide professional development to prepare students for in-demand

STEAM careers which will encourage academic achievement, strategic and critical thinking skills, and an understanding of the current digital world.

Program Overview

LULAC's Youth Educational Enrichment Series (YE²S) is a 10-month online series enrichment program for students who are aspiring to become immersed in STEAM (Science, Technology, Engineering, Art, and Mathematics) exposure and careers. The YE²S curriculum features STEAM-focused workshops, youth mentorship, academic and career guidance, social innovation, team building and leadership development. The program will help participants fortify their attitudes towards learning about STEAM careers, raise confidence towards learning, provide social innovation and foster leadership skills which will continue to support them in their future academic and professional endeavors.

This 10-month series program will have a monthly webinar/workshop designed to stimulate and create “out of the box” thinking for youth on the path to STEAM careers. The series will contain different ways to think about STEAM careers while connecting to day-to-day challenges. With the help of Verizon and LULAC volunteers, each webinar will be created uniquely by 1-3 volunteers through guidelines and requirements that must be fulfilled before the execution of presentations. Each webinar will require students to engage in critical thinking, introduce social responsibility, and provide insight on how to navigate or become socially aware of each topic in the current day-to-day reality. It is essential that students reflect on what was successful throughout the program and what needs to be considered when building a self sustaining and inclusive community series that creates a positive direct impact on our students and their respective communities.

Students will also be paired with carefully vetted mentors whom they will meet bi-weekly, by video chat, for a minimum of 2 hours per month throughout the program. Total number of hours may vary per site. Mentors will primarily be Verizon Communications employees volunteering through their workforce volunteer programming and LULAC volunteers from the organization's network of grassroots councils. During this time, mentors will focus on training, connecting, coaching, and the learning exchange of their mentee. Mentors will be required to commit to providing mentorship for a minimum of 8-weeks and maintain contact through participation and guidance during the webinar series or at-home student learning. Mentor-mentee pairing will be completed by LULAC Institute Inc through the interest sheet that will aid in creating compatible partnerships with those who have similar interests and goals.

Program Objectives

The LULAC Youth Educational Enrichment Series program aims to:

- Improve participants' attitudes towards studying and increase their knowledge of effective and efficient studying techniques;
- Promote participants' confidence and self-esteem towards learning in general;
- Increase participants' on-time graduation rates, leading to graduation from high school and enrollment in an institution for higher learning;
- Immerse participants' in a social innovative thinking, including leadership and entrepreneurship;
- Provide participants opportunities and resources for leadership development, networking, and the development of workforce and business skills; and
- Expose participants to STEAM-related careers, with a mentorship with professionals that can serve as guides.

The LULAC Youth Educational Enrichment Series program will:

- Introduce the digital world in a safe, legal, and ethical way. Participants will learn about their rights and responsibilities, as well as opportunities available to them in an interconnected digital world;
- Empower participants' learning and ensure that they take an active role in learning;
- Help participants become creative communicators participants will learn how to think critically and find creative solutions; and
- Administer career awareness and/or leadership workshops through a speaker series.

Benchmarks

The program's progress and success will be measured by site liaisons using qualitative, quantitative, and anecdotal measurements to assess whether:

- 75% of participants will develop more positive attitudes towards the STEAM fields;
- 60% of participants will become more self-sufficient in their use of digital;
- 60% of participants will become more self-confident learners;
- 75% of participants will intend to continue learning about STEAM fields beyond program participation;
- 60% of participants will demonstrate problem-solving techniques;
- 80% of participants' knowledge of various tech careers and professions will increase;
- 60% of participants' parents will better understand the importance of participants graduating on time and pursuing a college education; and
- 65% of volunteers will have a positive volunteering experience and feel they are having a positive effect on students.

Program Execution

The YE²S program will be hosted by local LULAC councils, local schools, and community organizations who will work directly with students and parents to engage them in the program. Each site will assign an on-site program coordinator who will be the main point of contact for students and parents.

Students will receive a minimum of four (4) contact hours per month. These hours will be met through three major components: monthly webinars, mentoring, and supplemental activities. The monthly webinar will fulfill one (1) contact hour. Mentoring between students and volunteers will fulfill two (2) contact hours. The remaining contact hour (1) will be completed through a supplemental activity conducted by the on-site program coordinators. On-site program coordinators and LULAC Institute staff will work closely throughout the duration of the program to ensure the program components are executed successfully.

All program activities will be hosted by the on-site program coordinator through the Zoom platform or another platform approved by LULAC Institute of the on-site program coordinator's choice that allows for breakout rooms and recording.

If any program activities are hosted in-person, a COVID-19 Waiver and Health Symptoms Acknowledgement form **MUST** be completed and signed on the date the event is taking place by the attendee's parent/guardian. **EACH** student must have a signed and dated waiver for **EACH** in-person event **BEFORE** the student is allowed to enter the in-person event location.

Monthly Webinars

On-site program coordinators will present a pre-recorded webinar to students and engage them by asking follow-up questions and inviting them to share their thoughts on the topics discussed. Webinars will focus on STEAM exploration, academic and career guidance, and leadership development.

The chart below provides the descriptions of the webinars that will be presented to students through the YE²S program:

Webinar Description*
<p>Introduction for Students & Parents** This webinar will focus on introducing and explaining the LULAC Youth Educational Enrichment Program (Y.E.E.S.). LULAC will focus on explaining the mentoring and webinar participation requirements, structure, and commitment process for students!</p>
<p>Let’s Get Crafty Our Verizon artists are excited to show you how to build a creative and crafty resume that outlines your colorful skills and unique experiences. Come learn how you can make a splash!</p>
<p>CHECK me in! Adulting can be difficult, I’ll give you some CREDIT there, but the SCORE is what counts! LULAC, with the help of Verizon masterminds, will guide you through the process of why a credit score is important, how to start and build your credit score and specific Do’s and Don’ts in terms of credit.</p>
<p>Tools & Rules! Grab your tools and build a plan to create an impact in your local community by developing your own social innovation project. By focusing on what our communities need, we can create a self-sustaining project to help those in our community.</p>
<p>The Art of Leading Our Verizon leaders will explore the art of leadership to help you develop your skill set with a focus on servant leadership, team building, and team management to excel in your day-to-day lives.</p>
<p>It’s Electric! Get energized and connect with our Verizon engineers on how to navigate careers in STEAM as a minority in the U.S.</p>
<p>No better time than the PRESENT! Our Verizon historians will help you focus on your personal story to explore possible career paths. Through a focus on career guidance, they will show you how you can use your past experiences to identify career interests and plan for the future.</p>
<p>GoFUNDMyself Hop online and connect with our Verizon mathematicians to learn what options are available to pay for college. The resources presented will cover funding options such as scholarships, financial aid, and other resources. In addition, the webinar will provide you with other important information that can help students of color navigate the financial stress of paying for college.</p>
<p>#KUWTT Keep up with our Verizon techies to learn how to navigate through the never-ending technological changes. With our lead specialists, we will inform you on how to adapt to ever-changing careers and fields. #KeepUpWithTheTech</p>

#SelfieSesh

Slide into our Verizon Influencer's #SelfieSesh workshop to learn about the importance of social media professionalism, the effects of everything we post online, & how to #StayWoke during an ever-evolving technology based workforce.

Bring in the ELEMENTS!

Explore science through a fun experiment using household materials led by our very own Verizon scientists! This experiment will follow the scientific process as you use your critical thinking skills to analyze and evaluate the results of your activity.

**Subject to change*

***On-site program coordinator is responsible for facilitating student and parent introduction.*

Parents/guardians and siblings are invited to participate in the webinars to learn more about the topics outlined above and interact with their children.

Students will be required to complete a [Webinar Feedback Survey](#) to submit their feedback after each webinar. This feedback will help LULAC Institute gain a better understanding of the topics students are interested in and would like to see in the future.

Mentoring

LULAC Institute will work to partner Verizon and LULAC mentors with students based on their likes and interests. Mentors and students will meet virtually for a minimum of 60-minutes every other week. All virtual meetings between mentors and students must be recorded by on-site program coordinators for the safety of all participants. Although we strive to pair each student with one mentor, we may need to pair multiple students per mentor based on the availability of volunteers.

The following process will be used to pair students with their designated mentor:

- **Mentor-Mentee Pairing Process:** LULAC Institute will pair students and mentors based on common interests such as career pathways, hobbies, and extracurricular activities. Mentors will receive a Mentoring Match-up information sheet with information that was submitted pertaining to the student's interests and goals. Confidential information such as street address, birth year and household income will NOT be provided to the mentor. Students will also receive a Mentoring Match-up information sheet with their mentor's bio and information about their interests.

Participating students and mentors are required to meet for a minimum of 60-minutes bi-weekly to discuss academic, personal and career exploration.

- **Mentoring Sessions Structure:** On-site program coordinators are responsible for hosting a bi-weekly mentoring session via Zoom for students and mentors. Once the meeting has started, the on-site program coordinator will split up students and their designated mentors into breakout/meeting rooms. Students and mentors will then engage in the required 60 minutes of mentoring. On-site program coordinators will not be a part of the individual sessions but they will be responsible for recording all meetings and be available if students choose to exit the mentoring session before it ends.

Supplemental Activity

On-site program coordinators will host one additional activity per month as an opportunity for each coordinator to customize their programs and conduct an activity tailored to the specific interests of their students. Some ideas for the supplemental activities include:

- Supplemental Webinar Activities provided by LULAC Institute
- Keynote Speakers
- STEAM Workshops
- Virtual Field Trips
- Educational Game Nights

Program Platform

LULAC Institute will use the YE²S Student & Parent Portal to provide students and parents with all the necessary materials to meet program deliverables including surveys, forms, and resources. The portal can be accessed at www.lulac.org/yees/student_parent.

Reporting Requirements

As part of participation in the program, students and parents are required to complete the following reporting requirements:

Student Reporting Requirements

- **Application Packet**
 - **Student Entry Survey**: All students must complete an entry survey to participate in the program. This survey will collect information regarding student's feelings about school, future goals, and career interests.
DEADLINE: November 16, 2020.
 - **Mentoring Match Up Form**: All students must complete this form. Responses will be used to pair students and mentors for the mentoring component of the program.
DEADLINE: November 16, 2020.
 - **Media Release Packet**: Students must submit a media release packet signed by their parent or guardian. This form will give permission to record photographs, videos, and/or statements from students. Recordings may be used for program promotional and/or marketing purposes by LULAC Institute and Verizon.
DEADLINE: November 16, 2020. Submit to on-site program coordinator.
- **COVID-19 Waiver**: Students must submit a COVID-19 waiver signed by their parent or guardian to participate in any in-person activities hosted by their designated program site. On-site program coordinator will inform participants if this form is needed and will provide it to students.
- **Webinar Feedback Survey**: Students are required to complete this form to provide feedback after each webinar. This will help LULAC plan for future webinars.
DEADLINE: Monthly Deadlines
- **Student Exit Survey**: All students must complete an exit survey at the conclusion of the program. This survey will help LULAC Institute identify any changes in student's feelings about school, future goals, and career interests after participating in the program.
DEADLINE: July 31, 2021

Parent/Guardian Reporting Requirements

- **Parent/Guardian Entry Survey**: One parent/guardian per student must complete an entry survey. This survey will collect demographic information and the parent's feelings about their child's exposure to STEAM. All responses are confidential and will not be shared with any third parties.
DEADLINE: November 16, 2020.
- **Parent/Guardian Exit Survey**: One parent/guardian per student must complete an entry survey. This survey will collect demographic information and the parent's feelings about their child's exposure to STEAM. All responses are confidential and will not be shared with any third parties.
DEADLINE: July 31, 2021

Frequently Asked Questions

The following section contains responses to frequently asked questions. If you have any additional questions, please contact your on-site program coordinator or STEAM@LULAC.org.

How will participating in the program benefit my child?

Students will participate in virtual STEAM-focused workshops, youth mentorship opportunities, academic and career guidance, social innovation, team building, leadership development and college readiness. These opportunities will provide students with valuable skills to support students' success in their academic and professional journeys. The program will also increase student's computer and digital literacy skills to prepare them for an increasingly tech-focused workforce.

Why should my child participate?

The YE²S program will help students build new skills, develop an increased interest for STEAM subjects, and explore various professional fields. Through these benefits, students will be encouraged to identify new areas of interest to guide their future academic and professional endeavors. Through the program, mentors will be available to help students with remote learning, virtual education, and access to resources. The program will also provide students with valuable college readiness resources to both students and parents to help guide them through the college application process.

Furthermore, increasing students' computer and digital literacy skills is important to help them prepare for college and the workforce. Jobs are becoming increasingly tech-based in nearly all sectors of the economy and we aim to prepare students with ample opportunities to expand their technological skills.

How will my child be paired with a mentor?

LULAC Institute will pair students and mentors based on common interests such as career pathways, hobbies, and extracurricular activities.

What information about my child will be shared with their mentor?

Mentors will receive a Mentoring Match-up Information Sheet with details about the student's interests and goals. Mentors will receive the student's and parent's/guardian's email addresses. Confidential information such as street address, birth year and household income will NOT be provided to mentors.

How will I know my child is safe during mentoring sessions?

Verizon mentors have gone through an extensive background check and orientation with LULAC Institute. Furthermore, all mentoring sessions will be recorded by on-site program coordinators for the safety of all participants.

What signs should I watch out for to make sure my child is safe?

If you start to see any negative changes in your child's mood, activity patterns, school performance, or if they seem to isolate themselves from others be sure to check in with your child and talk about their feelings and any changes that may have occurred recently. If you believe these changes could be directly related to participating in the program, contact your on-site program coordinator immediately.

What if I have concerns about my child's participation or mentor?

If you have concerns about your child's participation in the program or their safety with a mentor please contact the on-site program coordinator via email immediately with a detailed description of your concerns. When sending the email, please CC STEAM@LULAC.org. LULAC Institute takes these concerns very seriously and our priority is to provide a safe and enriching experience for your child.

What if we don't have a laptop, desktop, or tablet in my home but I want my child to participate?

If you do not have a laptop, desktop, or tablet, email STEAM@LULAC.org or contact Melissa Cossio at 915-577-0726 or Tanya Mendez at 202-833-6130 for assistance.

What resources are available through LULAC to support my family during the COVID-19 pandemic?

For more resources to support you and your family, visit www.lulac.org/covid19. To download LULAC's COVID-19 Resource Toolkit in Spanish, Ayuda En Español, visit www.lulac.org/ayudaenespanol.

Printable Reporting Checklist

Student Application & Entry Surveys - November 16, 2020

- [Student Entry Surveys](#)
- [Mentoring Match Up Form](#)
- [Parent/Guardian Entry Surveys](#)
- [Media Release Form](#)

Required Forms for In-Person Program Activities

- COVID-19 Waiver & Health Symptoms Acknowledgement (will be provided by program coordinator if applicable)

Monthly Webinar Feedback Survey - Last day of month for October 2020 - July 2021

- [Student Webinar Feedback Surveys](#) - November 30, 2020
- [Student Webinar Feedback Surveys](#) - December 31, 2020
- [Student Webinar Feedback Surveys](#) - January 31, 2021
- [Student Webinar Feedback Surveys](#) - February 28, 2021
- [Student Webinar Feedback Surveys](#) - March 31, 2021
- [Student Webinar Feedback Surveys](#) - April 30, 2021
- [Student Webinar Feedback Surveys](#) - May 31, 2021
- [Student Webinar Feedback Surveys](#) - June 30, 2021
- [Student Webinar Feedback Surveys](#) - July 31, 2021

Exit Surveys - July 31, 2021

- [Student Exit Survey](#)
- [Parent/Guardian Exit Survey](#)

All forms can be found by clicking on them or by visiting www.lulac.org/yees/student_parent.

Internet Connectivity Resources

The following list of companies provide low-cost internet connectivity resources. Some resources have been made available to support families during the COVID-19 pandemic. For the latest information, visit the company's website.

- **Verizon**
 - Verizon's Lifeline Discount Program is offering Fios internet for less. For more information, click [HERE](#). [En Español](#)
- **Charter Communications**
 - Spectrum Wi-Fi hotspots have been opened for public use.
 - Charter will offer free Spectrum broadband and Wi-Fi access for 60 days to households with K-12 and/or college students who do not already have a Spectrum broadband subscription at any service level up to 100 Mbps. To enroll call 1-844-488-8395. Installation fees will be waived for new student households. For more information, click [HERE](#).
 - The Spectrum Internet Assist program provides qualified households with low-cost broadband service with no contracts. For more information, click [HERE](#).
- **AT&T**
 - AT&T has opened its public Wi-Fi hotspots for anyone who needs them.
 - Access from AT&T provides low-cost internet service for eligible households with no contracts. For more information, click [HERE](#). [En Español](#).
- **Comcast**
 - New Internet Essentials customers will receive two free months of Internet service, which is available to all qualified low income households for \$9.95/month plus tax. Good through the end of the year. For more information, click [HERE](#). [En Español](#).