

Lehigh Valley Summerbridge School Year Program



Parent Handbook 2007-2008

4313 Green Pond Rd.
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Executive Director

Lori Wehr

Assistant Director

Jarred Weaver

Site Supervisors

East Hills Middle School
Marisa Brau, Moravian Academy

Broughal Middle School
Olivia Vellios, Lehigh University

Harrison-Morton Middle School
Jarred Weaver

Holy Infancy School
Lori Wehr

Nitschmann Middle School
Jenn Schwinghammer, Lehigh University

Northeast Middle School
Jessie Swartz, Moravian College

Raub Middle School
Lauren Berner, Lehigh University
Jessica Smagler, Lehigh University

Shawnee Intermediate School
Matt Wolf, Lehigh University
Drew Benson, Moravian College

St. Jane's School
Veronica Howell, Lehigh University



September, 2007

Dear Parents,

On behalf of the staff and administration of Lehigh Valley Summerbridge, welcome to the 2007-2008 school year program. Lehigh Valley Summerbridge is committed to helping middle school students reach their full potential.

The Parent/Student Handbook, which follows, provides information and procedures which will guide us through the year. Please take the time now to familiarize yourself with the handbook's contents.

Sincerely,

Lori Wehr,
Executive Director

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School Year Program

What is the school year program?

The school year program is a comprehensive after school tutoring program held weekly at your child's school. Lehigh Valley Summerbridge works with nine middle schools throughout the Lehigh Valley including: Harrison-Morton and Raub Middle Schools in Allentown, Broughal, East Hills, Northeast, and Nitschmann Middle Schools in Bethlehem, Holy Infancy and St. Jane's in the Diocese of Allentown, and Shawnee Middle School in Easton.

The school year program runs from early October 2007 through May 2008. We will take an extended break over the winter holiday. Your child's Site Supervisor will contact you with the exact dates.

What will my child do during the after school program?

Each tutoring session will begin with a brief warm-up and conclude with a lesson. You will be given more information regarding the topic of each lesson through our monthly evaluations. In addition, we will spend working one on one with your child. We will focus on homework, projects, and test preparation. Please let us know if there is a particular subject area in which your child needs support. The more communication we receive regarding your child's academic progress, the better we will be able to serve him/her.

Additionally, each tutoring site will be visiting a local college once throughout the school year. The trip will be scheduled during the normal tutoring session. You will receive more information regarding the college visit as the trip approaches.

What if my child cannot attend tutoring?

We encourage you to prioritize Summerbridge when scheduling appointments and other activities. Students who participate in school related activities such as sports, band, etc. may be excused at the discretion of their parents. However, please keep in the mind that we cannot help your child attain their fullest potential in school if they are not regularly attending our after school program.

Any child who arrives late to tutoring or leaves early must have a written note from a teacher or guardian. **In addition, our Site Supervisors will be calling students who are absent from tutoring without prior notification.**

How can I help?

The best way to help your child to achieve success in the Summerbridge program is to communicate with us. Please report any absences to the Summerbridge Office prior to the start of tutoring (610) 865-8072. We also encourage you to review the monthly evaluations with your child. Let us know if there is a particular area you'd like us to focus on with your child or if there is a subject in which your child needs extra support.

What are monthly evaluations?

Once a month you will receive an evaluation of your child's progress at Summerbridge. These evaluations, written by our Site Supervisors, will discuss the lessons that were taught at your child's site and the areas of focus during the tutoring session. We will also include information regarding scheduling and up-coming events.

Who will be working with my child?

Each tutoring site will be run by a trained, experienced Summerbridge teacher. A list is included in the back of the handbook. The Executive Director and Assistant Director will also make frequent visits to the tutoring sites to check on their progress. In addition, each site will be staffed by a core of volunteers from local colleges and Moravian Academy.

What is Bridge to Summer?

Bridge to Summer (BTS) is a series of weekend field trips held on a monthly basis. These trips are designed to allow our students the opportunity to socialize with each other. Some trips are academic in nature, however, many trips are purely experiential. All trips will be free of cost to all Summerbridge students. You will receive permission slips prior to the event. No child will be permitted to participate in a BTS event without parental permission.

Families are also encouraged to join us on our trips. Please refer to the permission slips for information on how you can participate in our monthly activities.