

REACH 2018 At-A-Glance - COORDINATOR

Month	Activity	Due Date
January	REACH Day at the Capitol	January 17 th
	Distribute REACH scholar supplications to current 7 th graders for upcoming year	January 31 st
	Identify community-based REACH Interview Panelists (3-5)	January 31 st
	National Mentoring Month - Thank your Mentors!	January 31 st
	Recruit Quality Mentors for upcoming year	Ongoing
	Mentoring, Academic Coaching, etc. continues	Ongoing
	Local Fundraising continues	Ongoing
February	Enter STARS academic and behavioral data for REACH Scholars	February 15 th
	Recruit quality mentors for upcoming year	Ongoing
	Mentoring, Academic Coaching, etc. continues	Ongoing
	Local fundraising continues	Ongoing
March	REACH scholar screening, interviews and selection process begins	March 1 st
	New Systems ONLY - Term Sheet due	March 15 th
	New Systems ONLY - Participation Agreement due	March 15 th
	Identify a REACH Academic Coach for Scholars	Ongoing
	Recruit quality mentors for upcoming year	Ongoing
	Mentoring, Academic Coaching, etc. continues	Ongoing
	Local fundraising continues	Ongoing
April	Recruit quality mentors for upcoming year	Ongoing
	Mentoring, Academic Coaching, etc. continues	Ongoing
	Local Fundraising continues	Ongoing
May	Select new REACH scholars (Do not notify the scholars!)	May 1 st
	Identify a possible REACH Signing Day for October	May 31 st
	Mentoring, Academic Coaching, etc. continues	May 31 st
	Local fundraising continues	Ongoing
June	Screen, select & notify new REACH mentors	June 15 th
	Enter scholar academic and behavioral data into STARS database	June 30 th
	Local Fundraising continues	Ongoing
July	Conduct orientation and training for new mentors and Academic Coach	July 31 st
	Start planning for the upcoming REACH Signing Day	Ongoing
	Local Fundraising continues	Ongoing
August	Local Funds Due to REACH Georgia Foundation	August 15 th
September	Completed scholar applications due to REACH Georgia staff (<i>email copies only</i>)	September 1 st
	Submit school system REACH Signing Day date to REACH Georgia Staff	September 1 st
October	REACH Signing Week 2018	October TBD
	REACH Signing Ceremonies END	October 30 th
	Submit signed scholar/parent commitment forms to REACH Georgia staff	October 30 th
November	Local Fundraising BEGINS for the next REACH cohort	November 1 st
	Match new scholars with mentors	November 15 th
	Match new scholars with an Academic Coach	November 15 th
	Register for REACH Day at the Capitol	TBD
December	Existing Systems ONLY – signed term sheet due	December 10 th
	Existing Systems ONLY – signed participation agreement due (<i>every 4 years</i>)	December 10 th
	Create NEW SCHOLAR files in STARS database	December 15 th
	Distribute REACH scholar supplications to current 7 th graders for upcoming year	Ongoing
	Mentoring, Academic Coaching, etc. continues	Ongoing
	Local Fundraising continues	Ongoing
	Register for REACH Day at the Capitol	Ongoing

Please note: All information is subject to change.