

City Academy
St. Louis, MO

1 Please describe your organization briefly, including mission statement, activities, size, etc.

The guiding mission of City Academy is to:

- Admit promising children from committed families in our urban community.
- Offer an exceptional and affordable education.
- Foster a culture of academic rigor, integrity and citizenship.
- Cultivate an appreciation for lifelong learning that inspires future success.

City Academy provides children living in and around the City of Saint Louis access to a challenging college preparatory education and superior enrichment opportunities regardless of income level. City Academy provides scholarships to inspire scholarship. The school's emphasis on scholarship makes it unique among independent private schools.

City Academy opened September 1999 with 42 students in junior-kindergarten through first grade. The school added one grade per year through sixth grade, and in June 2005, City Academy celebrated its first graduating class. Graduates of City Academy are expected to be prepared to achieve a high level of success in secondary school, and early placement is encouraging.

Since its inception, City Academy has provided financial assistance to 100% of qualified applicants without compromising the quality of the school's educational program. All families pay tuition based on household income, but the school's emphasis on scholarship keeps City Academy financially accessible for families with limited resources and few educational alternatives. While the educational cost per student is more than \$13,000, the average family tuition for the 2007-08 school-year is \$3,000.

In St. Louis, City Academy is the *only* independent school with 100% of its students receiving financial aid. Most independent schools in the metropolitan area have fewer than 30% of their students receiving financial assistance. Nationally, only 20% of students attending independent schools receive financial aid or tuition remission. City Academy families represent a diverse demographic varying in economic and social backgrounds. The following figures highlight some of the family demographic information from the 2007-2008 school year:

- 100% of families qualify to receive financial assistance
- 90% of students live in the City or North County and represent over 20 zip codes
- 70% of students live in a household with an annual income of \$35,000 or less
- 64% of children qualify for the federal free or reduced lunch program

The school is built on a foundation of scholarship to ensure income is never a determining factor for admission. Donor investment from throughout our community and investment income from the school's Endowment make it possible for promising students from committed families to receive a high-quality independent education at an affordable cost.

City Academy will award nearly \$1.5 million in financial aid for the 2007-2008 school year.

2 Describe **in detail** the work or project an intern will do, **please be as specific as possible**.

Part of City Academy's mission is to ensure that City Academy graduates have access to an exceptional education in secondary school and beyond. Therefore, all City Academy students are expected to apply for admission to at least three highly selective secondary schools during their sixth grade year.

St. Louis independent secondary schools have a reputation of academic excellence and students attending these schools matriculate into some of the nation's top universities and colleges. Therefore the admissions process is highly competitive. The process includes, among other things, parent and student interviews, a student essay, and a reading, writing, and mathematics assessment.

Families at other independent elementary schools, who have the economic means, begin preparation for the secondary school admissions process early in their child's educational career. Parents pay a substantial amount of money for their children to receive test preparation, interview coaching, and specific instruction in essay writing.

Families at City Academy are financially unable and often not familiar enough with the process to provide similar guidance for their students. Therefore, we have found over the years that our students begin the admissions process at a disadvantage. The students find themselves intimidated by the process, and this lack of confidence negatively impacts test scores, interview performance, and the like.

City Academy seeks to implement several two week sessions during the 2008 summer to prepare fifth and sixth graders for the secondary school admissions process. City Academy provides an exceptional education to its students during the academic year, thus the program is not designed to "make up" for any lack of skills, but only to provide a confidence level in students that allows them to demonstrate their knowledge and skills in high stakes situations.

City Academy also has alumni (seventh through tenth graders) who need assistance preparing for internships and other leadership and educational opportunities. Therefore, we also seek to implement several weeklong sessions during the 2008 summer that will assist these graduates in pursuing educational opportunities beyond their secondary school experience.

City Academy proposes that the PICS intern be responsible for conducting summer sessions that address the above stated needs. We are proposing that the PICS intern:

- Spend one week designing the specifics of his/her summer lessons and becoming familiar with the admissions process (testing etc.).
- Spend eight weeks conducting the program.
- Spend one week collecting and analyzing data to report on the perceived effectiveness of the implemented programs and work with school administrators to design future programming to assist the school's alumni in the college process.

The programs would most likely be the following:

- Three, 2 week sessions working with 10-12 fourth, fifth and sixth grade students to prepare for the secondary school admission process. Each two week session would include:
 - three hours per day conducting intense test preparation sessions
 - three hours per day conducting leadership skill building sessions
- Two, 1 week sessions assisting seventh-tenth graders to identify and apply to leadership and educational opportunities beyond the classroom.

3 Describe any particular skills, background, or qualities you are seeking in an intern

Ideally, The PICS intern would have previous experience working with children ages 9-16 or a strong desire to do so. The intern should be familiar with test preparation skills, and ideally would have prior experience as a student of a professionally conducted test preparation program. The intern should be patient, able to maintain a disciplined atmosphere in a classroom of 10-12 students, and able to hold students to high expectations.

There are required dates for this internship. Internship must start on _____ and end on _____ or most include the period _____.

Start and end dates for the internship are flexible
(But the program must take place between June 9th and August 15th)

The expected working schedule for this internship:

Begin __9:00__ a.m. End __5:00__p.m.

Lunch break: Length__1-hr.____ specific time__12:00-1:00pm____