

Richmond County Technical Career Magnet School (RCTCM)

S.A.T. Preparation Plan, 2018-2019

Goal: To prepare students for the Winter and Spring SAT administration

Target Outcome(s) and Accomplishment(s): Increase number of students who take the SAT.

Plan of Action	Personnel Responsible for Success	Timeline	Resources <i>A. Resources available</i> <i>B. Resources needed (human, financial, political, etc.)</i>	Potential Impediments <i>A. Are there resistant entities?</i> <i>B. How might they resist?</i>	Communication Plans <i>Who are the people involved?</i> <i>What methods are used?</i> <i>How often?</i>
Step 1: Drum up interest and recruit students for program	Counselors, College Advisors, & SAT Prep teachers	By Oct. 6-March 8, 2018	A. RCTCM Resources Center, Counselor, SAT Prep Teachers B. Money for advertising, food/snacks, etc. (school-based)	A. Students' and Parents' Schedules (Work, Sports, etc.) B. Conflicts in Schedules	Advisor and Counselor will utilize print, announcement, club times, Shout Point, and Remind to communicate
Step 2: Meet with students & parents for information about SAT Prep	Counselors, College Advisors, and SAT Prep teachers	By Oct. 6-March 8, 2018	A. Counselor, Teachers, and Volunteers will meet after school B. Use of building	A. Students'/Parents' work schedules, Ineffective Advertisement B. Parents' work Schedules may present a conflict & lack of finances for effective advertisement	Shout Point & email
Step 3: Determine Juniors & Seniors to target for winter & spring test	Counselors, Junior/Seniors Content teachers	By Oct. 6-March 8, 2018	A. Infinite Campus (IC), College Plans, & Teachers' Nominations B. Parent Buy-In	A. None B.	Personal meetings with target students & and evening information sessions to convey importance to parents
Step 4: S.A.T. Prep classes	SAT Prep Teachers	By Oct. 6-March 8, 2018	A. Personnel, Space in building B. Printed Material for Students (school-based budget)	A. Commitment from students and parents to attend B.	Teachers, Remind, Administrators reminding notes & phone calls home

Upcoming Events:

- **SAT Pre Test Activities, October 5, 2018**
 - Giveaways
 - Focus and relaxation techniques (Yoga)
 - Cook-out
 - Test-taking tips and strategies
 - Checklist double-check

- **SAT Day October 6, 2018**
 - S.A.T. vs. A.C.T.
 - Registering for and preparing for the S.A.T.
 - Test fee waivers
 - S.A.T. tips and tricks
 - Goal-Setting
 - GA futures
 - CSRA College Night
 - Tips for cutting costs of applying and expediting acceptances