Budget per club
Program supplies: provided at TWS; FSN District Supplies ($50); FSN Club project Supplies ($20); Stewardship ($200);
Report Card Celebration $60 ($20x3); Snacks (if not provided by district) ($350)
Field trip choices: Boston Museum of Science, kayaking, Kettle Pond, career oriented field trip

Responsibility of SMILE Leaders
CHECK LIST
□ 1. Recruit approximately 20 students from the appropriate grades to be members of SMILE club.
   □ Give students membership forms to fill out at home, have parents sign, and return to SMILE teacher
   □ Photocopy membership forms and send original forms to SMILE by Oct 30th.
   SMILE Program, 90 Lower College Rd, Roosevelt Hall Room 1, Kingston, RI 02881
   □ Get report cards from guidance for students' previous school year - Check for:
      □ good grades C or better in all subjects
      □ good attendance, few if any tardies
      □ good behavior, no detentions, or suspensions
   □ Check to see if any students received a midterm warning
□ 2. Plan and direct 32 weekly after school STEM (@ 1.5-2 hrs/wk) for SMILE group.
   Themes and specific lesson plans are supplied, plan field trip with another club to share bus costs.
   □ Take attendance each week; student absences (illness, Dr. appt., etc.) must be excused with note from home. 2 unexcused absences - STUDENT DROPPED, take new student from waiting list.
   *If a student misses Family Science Night, except for extenuating circumstances such as illness, or death in family, they will NOT be eligible to attend their SMILE Annual Engineering Challenge or the EOSA. If a student has a practice for another club/team, s/he goes to SMILE, if practice is before a big game or the game or event, the student goes to that event, no penalty.
□ 3. Plan (with SMILE staff) and conduct 1 fall field trip with SMILE group. These can be with other SMILE clubs to stretch your field trip budget (Elementary, Middle, High School). Get approval 1st from SMILE office: SMILE orders buses.
□ 4. Prepare students for and participate with ALL students in the SMILE Family Science Night/Potluck (mid-November) (someone from their families must attend); Also,
   a. Elementary teachers - SMILE 5th grade Elementary Outdoor Science Weekend at URI's W. Alton Jones weekend in April. SMILE 4th grade URI Environmental Field Day in April
   b. Middle School teachers - SMILE URI Engineering Challenge Weekend in March
   c. High School teachers – SMILE High School Engineering Challenge Weekend in March-April
□ 5. Send weekly logs by email to the SMILE office by the following Monday after each meeting:
   a. use digital SMILE activity log: description of activity and include attendance. smileprogramuri@gmail.com
□ 6. Attend all three SMILE Teachers' Workshops at URI and local sites.
   August (new teachers 1st day, all teachers next day): URI Kingston
   December: URI Kingston
   May: URI Kingston
□ 7. Prepare newsletter article with digital photos (jpg) of your club activities (may be written by students)
   send by email to kfoley@gmail.com on date listed for your club: ________________
□ 8. Have fun with wonderful students who:
   ▪ like STEM topics, can stay for entire meeting- 1.5-2hrs. (no early dismissals).
   ▪ are underrepresented in STEM careers, or have been in SMILE previous years,
   ▪ have a C average or better, or working at grade level (many of SMILE students are on the honor roll),
   ▪ are good school citizens, and have regular school attendance,
   ▪ take college track science and math all four years in high school.