

# Community Service Learning Partner Application for Local and State Board Approval

North Little Rock School District  
2400 Willow Street  
North Little Rock, AR 72114  
501-771-8000

Gwen Leger, Community Service Learning (CSL) Coordinator  
North Little Rock High School  
201 West 22nd Street  
North Little Rock, AR 72114  
501-771-8100

Date: 09/23/2021

## Community Partner Information

Name of non-profit/ community organization: STEP, Inc.  
Name of Director/ Contact Person: Tom Allen, Executive Director and Juli Atkinson, Literacy and Tutoring  
Address: 601 East 19th Street, North Little Rock 72115  
Phone Number: STEP: 501-758-4054, Juli: 501-539-3959  
Email Address: juli@stepministries.org  
Hours of operation: 9 a.m. to 5 p.m., Monday-Thursday

What is the mission of the non-profit/community organization?

Our mission is to provide a tutor to a neighborhood child to assist with his school work and a mentor to be a friend who can guide him through life's challenges. We are a Christian ministry founded by area churches.

What service(s) does the non-profit/community organization provide?

One-on-one mentoring, tutoring, and lifeskills training for youth, ages 8 to 18.

Please describe the volunteer activities students will participate in at the non-profit/community organization and how those activities may connect to curriculum learning goals. (*The Act 648 implementation guide on the ADE website contains a breakdown of a few subject areas and goals*)

The After School Tutoring program for elementary-age students focuses on improving reading and math skills of the participants.

We meet on Mondays and Thursdays from 4 p.m. to 5 p.m. at the STEP building for one-on-one tutoring.

What are the non-profit/community organization procedures and policies to ensure the safety of student volunteers? All volunteers are trained on proper conduct and sign our Child Protection Policy. Students and adults are never alone while in the STEP building.

List any special considerations of the non-profit/community organization.

STEP has been a part of North Little Rock and the surrounding communities for 35 years. We also go into six elementary schools in Pulaski County to provide tutoring services.

Local School Board approval of this site as a district partner

Cindy Temple  
Signature of school board president

10/21/21  
Date of meeting at which site was approved