



Rossmoor Scholarship Foundation



Information Packet for RSF School Interview Teams

School Year: 2024-2025

Packet for RSF School Interview Teams

Calendar.....	1
School Information	2
Interview Process.....	4
Before the Interview:	4
The Interview	4
After the interview.....	5
High School Student Evaluation Form.....	6
Community College Student Evaluation Form.....	7
Scholarship Scoring – SAI and GPA	8
Suggested Interview Questions	9
Named and Add-On Scholarships.....	10

Calendar

Date	Task
Mon, 12/2/2024	Application Opens
Mon, 12/16/2024	Kaleidoscope Training
Wed, 1/8/2025	First Applicant Review: School chairs monitor submissions and keep in contact with school counselors to update them on applications.
Mon, 1/13/2025	Scholarship Meeting to review applicants. Approve trustee interview packet
Mon, 1/20/2025	Interview Training
Wed, 1/22/2025	Second Applicant Review: School chairs monitor submissions and keep in contact with school counselors to update them on applications.
Wed, 1/29/2025	Final High School Applicant Review: Final chance for school chairs and counselors to push applicants to complete. Create preliminary interview teams per school.
Mon, 2/3/2025	Applications from High Schools & GRF Close
Fri, 2/7/2025	High School Applicant Eligibility/Interview List. Interview Teams assigned.
Tues, 2/11/2025	High School Interviews Begin (2/11-2/24)
Thu, 2/14/2025	Final Community College Applicant Review. Final chance for school chairs and counselors to push applicants to complete. Create preliminary interview teams per college.
Tue, 2/18/2025	Applications from Community Colleges Close
Thu, 2/21/2025	Community College Eligibility/Interview List. Interview Teams assigned.
Mon, 2/25/2025	Community College interviews (2/25 - 3/7)
Tue, 3/11/2025	Rollup Scores due at 7 am
Mon, 3/17/2025	Rollup Available. Validate high school GPA
Mon, 3/24/2025	Board Approval of Scholarship Recipients
Wed, 3/26/2025	Add-on Awards sent to Donors Co-VPS determine Named Scholarships
Mon, 4/14/2025	Donors determine Add-on Awards
Wed, 4/16/2025	Complete Rollup
Fri, 4/18/2025	Recipients receive notification
5/2025	Reception (TBD)

School Information

School	Principal	Counselor	School Chair
Antioch	John Jimno	Kashauna Clipps, x40818	Bob Miller
700 W 18th St.	johnjimno@antochschools.net	kashaunaclipps@antochschools.net	Deputy: Debbie Swearingen
Antioch, CA 94509			
(925) 779-7550			

Concord	Julene MacKinnon	Sheila Bergum	Carol Caputo
4200 Concord Blvd.	mackinnonj@mdusd.org	bergums@mdusd.org	Deputy: Gail Rotner
Concord, CA 94521	(925) 687-2030 ext 3300	(925) 687-2030 ext. 3328	
(925) 687-2030			

Deer Valley	Veronica McLennen	Tammy Douglas-Dodson	Bob Daines
4700 Lone Tree Wy	VeronicaMcLennan@antiochscho ols.net	TammyDouglasDodson@antiochscho ools.net	Deputy: Barb Walker
Antioch, CA 94531	Lisa Gillem, Admin Ass't		
(925) 779-7570	LisaGillem@antiochschoools.net		

Mt. Diablo	Markell McCain	Erika Ramos	Melody Silberstein
2450 Grant St	mccainm@mdusd.org	ramosem@mdusd.org	Deputy: Mariann Kessler
Concord, CA 94520	(925) 682-4030 ext.3400	(925) 682-4030 ext.3424	
(925) 682-4030			

Pittsburg	Reginald Richardson	Melanie Mosley	Walter Barr
1750 Harbor St	rrichardson@pittsburgusd.net	mmosley@pittsburgusd.net	Co-Chair: Lynda Caputo
Pittsburg, CA 94565	(925) 473-2390	(925)473-2390 ext.7550	
(925) 473-2390			

Ygnacio Valley	Jonathon Pike	Maria Cardona	Peter Li
755 Oak Grove Rd	pikej@mdusd.org	cardonam@mdusd.org	Deputy: Judy Leckonby
Concord, CA 94518		925-682-8000 ext. 3625	
(925) 685-8414			

School Information

School	Principal	Counselor	School Chair
Diablo Valley		Shari Keller	Wayne Wiegand
321 Golf Club Rd		Scholarship Program Specialist	Deputy: Bonnie Daines
Pleasant Hill, CA 94523		925-969-2094	
(925) 685-1230		SKeller@dvc.edu	

Los Medanos		Beverly Bui	Alice Lau
2700 E Leland Rd		Scholarship Program Specialist	Deputy: Al Webster
Pittsburg, CA 94565		925-473-7349	
(925) 439-2181		bbui@losmedanos.edu	

Interview Process

Before the Interview

School Chairs need to:

- Coordinate interview days and 30-minute time slots with the counselor and the team members.
- Double-check that each student meets the minimum GPA (High School: weighted) and the Student Aid Index (SAI) requirements. Send the numbers to team members.
- Coordinate with team members to establish interview approach.

Each Interview Team Member needs to:

- Download each application from the shared drive and print either a High School Evaluation form or a Community College Evaluation form for each student.
- On each Evaluation Form enter the Applicant Name and the School Name., enter the GPA and SAI scores sent from the school chair.
- As you read each application, put initial scores on the evaluation form where you can. Final scores will be arrived at through discussion after the interview.
- Write down questions you have that will help you further evaluate this student. Your questions should be generated from your reading of the application. The application contains a wealth of information about the interviewee; it should trigger your desire to know more about the student.

The Interview

Meet with the applicant:

- Allow 30 minutes for each interview; 15-20 minutes for the actual interview and the remaining time for team discussion and scoring the applicant.
- School chair introduces interview team and asks the opening question.
- Team members rotate turns in asking questions, either triggered by the previous question, or opening a new area of questioning.
- It is expected that the team will have multiple rounds of questions.
- Close the interview by asking if the applicant has any questions of the team or process.

Evaluate the applicant:

- Did the authenticity of what they said in the interview match what they said in their application?
- If the team cannot come to consensus on a number, then an average (round up) will be taken. The final number must be approved by the entire team.

Interview Process

After the Interview

School Chairs need to:

- Record the final total score on the roll-up sheet for each student interviewed. (The Technical committee will identify candidates who applied for add-on awards after Board approval.)
- Rank order the students that were interviewed by the team(s) in your school.
- Report candidates who are possible Rotary recipients (Rotary or Key Club) to Scholarship Committee Chairs. Indicate if candidate is entering into the medical field.
- Once scholarship winners of high school candidates are identified and prior to Board approval on March 24, school chairs must verify the weighted GPA with each counselor because the transcripts attached to their application are not “official school transcripts” A discrepancy in the weighted GPA removes the candidate from receiving a scholarship.

High School Student Evaluation Form

Applicant Name: _____ **School:** _____

Economic need (40)	Academic success (30)	Qualities, Challenges & Attributes (30)	TOTAL

Economic need (40)

1. Student Aid Index. Provided by School Team Leader (max 25) _____
2. Applicant's Work Situation: Works inside and/or outside the home (max 7) _____
3. Family Employment Situation: single/multiple jobs, parent(s) work, seasonal work (max 8) _____

Academic success (30)

1. Weighted GPA. Provided by School Team Leader (max 20) _____
2. Essay: authentic voice, answers prompt, demonstrates college level English (max 5) _____
3. Academic Rigor: class rank, academic honors, AP/H classes, external education classes, rapid advancement through ELD classes (max 5) _____

Qualities, Challenges & Attributes (Social Maturity) (30)

1. Qualities: Participation and leadership roles in clubs/workplace/community, qualities identified in LOR (max 10) _____
2. Challenges: Medical/emotional/learning disabilities, trauma, family hardships/responsibilities (max 10) _____
3. Attributes: Intellectual curiosity, resourcefulness, desire to achieve, sense of direction, oral communication skills (max 10) _____

Community College Student Evaluation Form

Applicant Name: _____ **School:** _____

Economic need (40)	Academic success (30)	Qualities, Challenges & Attributes (30)	TOTAL

Economic need (40)

1. Student Aid Index. Provided by School Team Leader (max 25) _____
2. Applicant's Work Situation: Works inside and/or outside the home (max 7) _____
3. Family Employment Situation: single/multiple jobs, parent(s) work, seasonal work (max 8) _____

Academic success (30)

1. Weighted GPA. Provided by School Team Leader (max 20) _____
2. Essay: authentic voice, answers prompt, demonstrates college level English (max 5) _____
3. Academic Rigor: class rank, academic honors, AP/H classes, external education classes, rapid advancement through ELD classes (max 5) _____

Qualities, Challenges & Attributes (Social Maturity) (30)

1. Qualities: Participation and leadership roles in clubs/workplace/community, qualities identified in LOR (max 10) _____
2. Challenges: Medical/emotional/learning disabilities, trauma, family hardships/responsibilities (max 10) _____
3. Attributes: Intellectual curiosity, resourcefulness, desire to achieve sense of direction, oral communication skills (max 10) _____

Scholarship Scoring – SAI and GPA

Student Aid Index (SAI) Note: SAI may be negative.

Low	High	Score
-\$1,500	\$2,000	25
2,001	5,500	24
5,501	9,000	23
9,001	13,000	22
13,001	17,000	21
17,001	20,500	20
20,501	23,500	19
23,501	26,000	18
26,001	28,500	17
28,501	30,500	16
30,501	32,000	15

Grade Point Average (GPA) For High School, use Weighted GPA

Low	High	Score
3.95	3.95+	20
3.89	3.94	19
3.81	3.88	18
3.71	3.80	17
3.58	3.70	16
3.45	3.57	15
3.35	3.44	14
3.25	3.34	13
3.15	3.24	12
3.07	3.14	11
3.00	3.06	10

Suggested Interview Questions

The following questions are suggestions within the specific categories that can be helpful in awarding evaluation points. Please feel free to pose your own questions or re-word them to ascertain the information you need to complete the evaluation form. Interview questions should focus/expand on information not found in the application.

Opening/Warm-Up Questions

1. The Chair opens with a question gleaned from the application that is individual to the applicant.
2. What community college, college, university or vocational training school have you applied to and why these schools?

Economic Need Questions

These are questions that may elicit information concerning the student's family earning capacity, income, low wage/high wage jobs, family employment, multiple jobs, parent(s), and applicant work.

1. Describe your typical responsibilities and activities outside of school hours.
2. Tell us about your family, their employment situation and whether they can financially contribute to your continued education.
3. Do you currently work inside and/or outside the home? How many hours a week? How has it affected your academics and participation in school and/or community activities? Will you have to work to continue your education?

Academic Success Questions

These are questions that may elicit information concerning the student's desire to learn, take advanced courses, tackle challenging assignments, and continue to pursue learning at some vocational or college level.

1. What attracted you to your current or potential major?
2. What are your educational goals?
3. What subject was your favorite? Why? Is there a subject that you struggled with, faced it head on and overcame that struggle?

Qualities, Challenges, & Attributes

1. Please expand on what skills or talents you possess that will enhance your future education?
2. Explain a family, social, community or school situation, in which your leadership made the difference. What was accomplished?
3. Are there any challenges you face now or have faced? If yes, how does/did it affect you?
4. Tell us about a time things did not go as you planned. What would you have done differently? What did you learn?
5. How are you able to juggle your school academics, clubs and family responsibilities?
6. What would be your dream job and why?
7. What else would you like us to know about you?

Named and Add-On Scholarships

Named (Sponsored) Scholarships\$3,500 each

1. Rotary Club (Key club) (1 is medical)	(4) - \$14,000
2. Penny Ittner (student who has overcome significant obstacles)	(1) - \$3,500
3. Joe Anthony Memorial (Concord High only)	(1) - \$3,500
4. Rossmoor Realty	(1) - \$3,500
5. Lorraine Mox Memorial	(4) - \$14,000
6. Larry Cahn Memorial	(1) - \$3,500
7. Miller Family (Antioch High Only)	(1) - \$3,500
8. Ta-hsia Kuo Memorial Scholarship	(2) - \$7,000
9. Gene Shaw Memorial (student who pursues the field of agriculture, medicine or cancer research)	(2) - \$7,000
10. Subaru Share the Love Scholarship	Amt. TBD - ?/\$35,000
11. Trustee Scholarship	(1) - \$3,500
12. Peter Li Intercultural Scholarship (Student w/interest in intercultural communication and/or understanding)	(1) - \$3,500
13. Leftovers Thrift Shop	(6) - \$21,000
14. Norton-Leckonby Family Scholarship	(2) - \$7,000
15. Thomas Ruckman Memorial Scholarship	(1)- \$3,500
16. Hal Skamser Scholarship (community college engineering)	(1)- \$3,500
17. Robert K. Boone Memorial Scholarship (planning a career in education)	(1)- \$3,500

Named and Add-On Scholarships

Add-On Awards: \$2,500 each

1. Calvin Hagstrom Family Trust (Medical Field)	(3) - \$7,500
2. Computer Club (1 for each community college, STEM field)	(2) - \$5,000
4. Sylvia Kaplan Community Service	(2) - \$5,000
5. Frank Wang Chinese American Assn of Rossmoor	(1) - \$2,500
6. Social Justice	(1) - \$2,500
7. Walsh/Ledin Instrumental Music	(3) - \$7,500
8. Eleana Peratis Women in STEM	(1) - \$2,500
9. Linda Ledgerwood Employed Student (Community College only)	(1) - \$2,500
10. Miller Family Single Mother (Single mother from Los Medanos)	(1) - \$2,500
11. Ralph and Diane Hinds Single Parent (single parent, chosen by RSF Trustees)	(1) - \$2,500
12. Elise Yee (Nursing from Los Medanos, back-up DVC and or medical field, chosen by RSF trustees)	(1) - \$2,500