



BE GREAT SUNCOAST

21st Century Community Learning Center



Project Summary

The Boys & Girls Club of Hernando County (“The Club”) in collaboration with the Hernando County School Board will run the Be Great Suncoast afterschool program at Suncoast Elementary School, located at 11135 Quality Dr, Spring Hill, FL 34609. The program will operate from September 1, 2018 through May 31, 2019 for 80 students in grades 3, 4 and 5 for 164 days for 2.83 (decimal) hours/day. The program will run Monday through Friday from dismissal at 3:10pm to 6:00pm. Students to be served will be in grades 3 through 5. The primary goals of this program are to extend meaningful learning experiences to the students, to provide students with enrichment activities and to engage and build strong relationships with our students’ families. Be Great Suncoast 21st CCLC will be focused on grades 3 through 5 and will specifically target students who perform below grade level expectations on assessments. Certified teachers will conduct Project Based Learning (PBL) activities in reading, language arts, mathematics and science. Enrichment activities will include the Boys & Girls Club of America “Triple Play” program, in addition to “Healthy Habits”, “SMART” and “Be A Star” programs. Adult family members will be offered educational programming and volunteer opportunities.

Community Notice

The Club informed the school, district, and community of its intent to submit a proposal in response to this RFP through its Facebook Page, Website, and legal notices in the Tampa Bay Times (Hernando edition) and Hernando Sun. Phone calls and faxes were used to contact

area private schools and solicit their input. Flyers were also posted at each of our Summer Camp sites and at local area businesses.

The Club has created a page on its website: [http://bgchernando.org /what-we-do/21st-cclc-grant.html](http://bgchernando.org/what-we-do/21st-cclc-grant.html). This page currently contains our notice of Intent to Apply, plus a copy of the RFP. All information related to the grant, including our proposal in its entirety, will be available to the public on this site. Information pertaining to monthly status meetings, including meeting minutes and agendas, will be uploaded and maintained as completed. Information on student assessments will also be posted; however, this information will not contain personal data.

Needs Assessment

Data Sources used for the Needs Assessment:

1. 2017-2018 Student Report Cards
2. 2017-2018 Suncoast Elementary School Improvement Plan
3. FSA Scores
4. 2017-2018 School Grade
5. Discussions with School District and Principal

Suncoast Elementary School is located in Hernando County and currently serves 974 students in grades kindergarten through five. During the 2016-2017 school year Suncoast had a free and reduced lunch rate (FRL) of 72%. This data was not collected for the 2017-2018 school year as the county was affected greatly by Hurricane Irma and therefore the CCC program provided meals for all elementary students in the county.

iReady, the K-12 Adaptive diagnostic used by 70% of Florida Schools, is administered to students 3 times a year and is a nationally referenced growth measure. As the chart below

depicts, over 50% of Grade 5 students are not grade level proficient in either Mathematics or English Language Arts (ELA), while 61% of Grade 4 are not proficient in ELA. Grade 3 students score slightly better, at 53% proficiency in ELA and 61% in Math.

Grade	ELA - % Proficiency	Math - % Proficiency
3	53%	61%
4	39%	55%
5	41%	42%

The Florida Standards Assessment (FSA) is our state assessment that is used to measure grade level standards and measures students' gains and progress in English Language Arts (ELA) and Mathematics. The following chart reflects FSA assessment results for the last 3 school-years for Suncoast Elementary.

	2017-2018		2016-2017		2015-2016	
Grade	ELA - Pass %	Math - Pass %	ELA - Pass %	Math - Pass %	ELA - Pass %	Math - Pass %
3	53	61	58	49	51	57
4	39	55	45	57	54	68
5	41	42	47	50	38	37

Consistently, students at Suncoast have fallen below the state average on the FSA. In particular, 4th and 5th grade ELA and 5th grade Math are currently reflecting a failing score for over half the students.

This data confirms that Suncoast students, especially those performing below benchmark, are in great need of extended school day academic services to allow for additional time to target areas of deficiency in ELA and Math.

Social and community factors present many obstacles that can make sustained growth in cognitive and non-cognitive areas difficult to attain, while also hindering access to high quality programming. Hernando County has a total population of 178,439, of which 33,229 are children under the age of 18. Of those children, 32.5%, or 11,697, are between the ages of 6 and 11 years old, our target population. Of those, 7,941 children in Hernando County are currently in households where the income has been below poverty level for the past 12 months. The median household income for our county residents is \$48,719, below the state average of \$50,860. The socio-economic factors stated above coupled with the lack of reliable transportation hinder many families from accessing resources and activities in our community.

Increasing family engagement is also an area of need within Suncoast Elementary School. We must focus on engaging families in deeper, more thoughtful ways. We will be offering a monthly family night which will be developed based upon family feedback that will be requested at our initial meeting.

Dissemination of Information

Information on the program shall be disseminated to our target audience and the community through a variety of methods. The Boys & Girls Club of Hernando County has created a page on its website (www.bgchernando.org) that is dedicated to the 21st CCLC grant program (<http://bgchernando.org/what-we-do/21st-cclc-grant.html>). All information pertaining to the

grant will be stored and available on this page. Once awarded, the webpage will be updated with a complete program description, address, school, hours of operation and contact information for the center. In addition, the webpage will contain information on upcoming events and activity schedules. A section of the webpage will be devoted to reporting ongoing progress towards our proposed goals and objectives. The webpage shall be updated no less than quarterly, or as information changes. The webpage will be fully active within one month of award. The Development Coordinator will be responsible for maintaining the website.

Information on the website shall be disseminated to the community through Notices to Parents, Facebook and Flyers.

Target Population, Recruitment and Retention

Our target population is students attending Suncoast Elementary School in Hernando County, Florida in grades 3, 4 and 5 for the 2018-2019 school year. Suncoast Elementary School is the only Hernando County School identified for targeted support and improvement. At the conclusion of the 2017-2018 School Year, Suncoast Elementary's school grade decreased from a 'C' school to a "D" school.

This proposal does NOT

- Expand services at a currently operating 21st CCLC program center
- Propose to provide services at a location that already houses a 21st CCLC program regardless of the agency operating the center; or
- Propose a center in close proximity to a center currently operating a 21st CCLC program.

The priority of our target audience shall be the lowest performing students as determined by the school counselors and data. School staff will recruit students and their parents to

participate in the program, adult family member education, and an Advisory Board through invitations and letters. The Advisory Board will contain as its members a minimum of 2 Suncoast Elementary School employees, 2 Boys & Girls Club of Hernando County employees (Grant (Program) Director and Site Coordinator), and 2 Parents. The Advisory Board will meet monthly to review data pertaining to the program and shall make recommendations on adjustments to the program based on this data. A program overview shall be provided to all the parents via community presentations, flyers sent home, PTA/PTO meetings and distribution of brochures in the neighborhoods served by Suncoast Elementary School.

The program shall be open to all grade 3, 4 and 5 Suncoast Elementary School students; however, priority shall be given to those identified as lowest performing or needing intervention by school counselors. All remaining available slots shall be assigned on a first come, first serve basis.

To see appreciable gains, attendance is critical, along with family involvement. Therefore, daily attendance will be required by the students with a maximum number of absent days (3) allowed each month. In the event a student exceeds the allowed maximum absent days, the site coordinator will contact the parent or guardian to resolve attendance issues. Family involvement during monthly "Family Nights" will also be a requirement of participation in the program.

Since all students work at varying levels and others may have special needs, lesson plans will be student centered, allowing for individual learning. Specific adjustments to the curriculum can be made when needed to ensure that every student have the same opportunity to participate and learn. The parents of students with special needs will be encouraged to communicate with the 21st CCLC Program team to provide an understanding of the child's specific needs so that

collaboration between all parties, can make proper adjustments to suit the individual needs of the student, creating a supportive, inclusive, and learning environment for all.

Boys & Girls Club of Hernando County were contracted to provide enrichment services with the 21st CCLC Program successfully in the past at 3 local high schools in 2011 and 2012. One of the strategies that helped to ensure attendance was to mandate the child's participation through teacher recommendations. The team also educated parents on the importance of parent involvement in their child's education. The team also made learning fun through hands on activities that kept students interactive, learning and engaged. Dances, field trips and other enticing enrichment events will be used to promote team building and comradery among students to promote a sense of belonging.

Times and Frequency of Service Provision for Students and Adult Family Members

The Be Great Suncoast 21st CCLC program shall run an afterschool program throughout the school year which will serve 80 students and approximately 100 family members.

The Program shall run weekly, Monday thru Friday. The program will start at 3:10 pm and shall end at 6:00 pm and will include Early Dismissal Days which start at 12:00pm. This results in 2.83 (decimal) hours of program operation per day, for a total of 14.15 hours per week with no Early Dismissal and each week with Early Dismissal would add 3.17 hours per dismissal day.

Family needs are addressed by providing literacy activities for parents of participating 21st CCLC students to assist them in becoming full partners in the education of their children. Monthly parent engagement nights will focus on adult literacy and showcase topics including advancement requirements, using online resources to monitor their child's school progress, financial literacy, accessing free/low cost ESOL classes, connecting adults to District GED programs and linking parents to CareerSource for job skills training.

A completed Site Profile Worksheet is included in this proposal.

A Sample After School schedule is included in this proposal.

Program Evaluation

At this time, we have not selected an evaluator for the program. However, based on other 21st CCLC programs the Be Great Suncoast evaluations will be conducted using the Continuous Improvement Model (CIM), a quality-based approach used within educational settings and particularly effective for reducing achievement gaps between student subgroups. The model focuses upon individualized assessment using both formal (e.g., surveys) and informal (e.g., meetings) techniques to guide incremental changes within ongoing services, adopt new ways to improve and measure outcomes, discontinue or adapt activities that have no value, and increase emphasis on program objectives and outcomes. The evaluation will be conducted through formative and summative evaluations, both of which incorporate elements from the CIM process and provide formal reports about processes and outcomes. The evaluation process will provide a structure for (1) generating information needed for ongoing program and activity refinement, (2) assessing progress in meeting outcomes, (3) documenting and analyzing how the model works in practice, and (4) documenting and analyzing changes in targeted student's actions, attitudes, knowledge, and performance. The school commits to provide all necessary data on 21st CCLC students, including attendance, behavior, and grades.

Approved Program Activities

Project Based Learning Activities in reading/language arts, mathematics and/or science:

In the after school program, students will participate in one hour every day of PBL activities that align with the regular school curriculum. PBL activities will address Florida state standards in

mathematics and reading/language arts, with an emphasis on STEM standards. Since the certified teachers working in the 21st CCLC program are also full-time teachers, this alignment is easily attained through their knowledge of the school curriculum.

Each certified teacher will lead six to eight PBL activities during the school year. The PBL activities last between four and six weeks. PBL activities address 21st Century Skills and specific Florida State Standards in language arts or mathematics, and/or Next Generation Sunshine State Standards in Science. The majority of projects have a STEM focus. All will include reading and writing activities. PBL take place primarily in Suncoast classrooms dedicated to the 21st CCLC program, as well as in the cafeteria, computer lab, media center and outdoor areas of the campus.

Some of the projects that are planned are a science project to create fuel from banana peels; preparing for and competing in Math Bowls and Spelling/Vocabulary Bees; publishing a school newsletter; creating and editing videos about PBL activities; and writing and performing skits, raps and poetry on topics covered in the curriculum. Students will demonstrate what they have learned in showcase events held several times during the school year.

In addition, the program will run PowerHour, a Boys & Girls Club of America program that provides homework help, tutoring and high-yield learning activities, the program encourages students to become self-directed learners.

Personal Enrichment: Students will participate for a minimum of 120 minutes every day in personal enrichment programs, including Triple Play: Healthy Habits, SMART Moves (including Street SMART), and Be A Star programs. The Triple Play: Healthy Habits curriculum is designed to teach young people about the benefits of developing healthy habits such as eating smart and being physically active; equip young people with skills to adopt healthier habits by participating in fun and engaging learning activities both at the Club and at home; and

encourage young people to take small steps toward positive behavior changes. The SMART (Skills Mastery and Resistance Training) Moves program is a nationally acclaimed prevention program original developed in the 1980's with help from prevention specialists and Clubs around the country. Revised in 2011, the program incorporates the latest information and approaches that Boys & Girls Club of America has learned about effective prevention. Participants will be exposed to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, other drugs and premature sexual activity. Street SMART is a gang and violence prevention curriculum which offers expanded lessons in bullying prevention, as well as an emphasis on resiliency training to give students the skills they need to grow up confident, caring and responsible. Be a Star curriculum is focused on social and emotional learning and gives students the tools they need to drive effective learning, decision making, creativity, relationships and mental health. These programs will be run on rotating schedules throughout the school year, i.e., first - Triple Play, then SMART Moves, then Street SMART, the Be A Star.

Applicant's Experience and Capacity

The Boys & Girls Club of Hernando County has extensive experience running out-of-school time programs. First established in 1999 with a single site, the Club has expanded to include 7 school age sites and 5 preschool sites across Hernando County. Currently we provide programs and services at 7 school sites, similar to what is planned for the Be Great Suncoast 21st CCLC program at Suncoast Elementary School. In addition, the Club runs Summer Camp programs every year. Between the school year and summer camp, the Club provides programming to approximately 1,300 children every year.

Over the past 19 years, the Club has successfully run multiple grants, including grants from the Florida Department of Juvenile Justice, Florida Department of Education and Kid's Central Inc.

During audits of these programs the club has received no negative findings relative to either its record keeping or bookkeeping methods. In addition, our accounting records are audited annually by a certified public accountant to ensure we remain in compliance with State and Federal guidelines. Copies of the Clubs audited financial statements are available on our website at <http://bgchernando.org/who-we-are/financials.html>, in addition to our Annual Reports and Form 990's.

Staffing & Professional Development

The program shall be staffed as follows:

- Grant Director (1) – Responsible for overseeing the entire 21st CCLC project and responsible for all programmatic, fiscal, evaluation, compliance, reporting, and sustainability activities of the 21st CCLC project. This position is also responsible for hiring staff, student and adult family member recruitment, and collaboration with targeted school and stakeholders with the 21st CCLC project.
- Site Coordinator (1) - Responsible for coordinating and overseeing all daily operations of site. Site Coordinator will ensure collection of 21st CCLC data, monitor progress of all 21st CCLC students, schedule daily snacks, participate in planning meetings, provide substitutes for absent staff (as needed) and ensure services to families of active 21st CCLC students.
- Certified Teachers (4) - Provide direct instruction and assessment for all 21st CCLC students. Subjects to be addressed include: reading, writing, math, science. Responsible for maintain all 21st CCLC program and student documentation, participating in 21st CCLC planning meetings and performing other duties (as assigned).
- Youth Development Professionals (4) - Responsible for leading personal enrichment activities by planning, providing direct instruction, leading special activities in accordance with Boys & Girls Club curricula, assessing students, maintaining appropriate records and data.

All positions (Program Director, Site Coordinator, certified teachers, and Youth Development Professionals) will be posted on our website (bgchernando.org) as well as Indeed.com, in addition to Indeed, a worldwide employment related search engine for job listings. These positions will be open to all applicants meeting the qualifications set forth in the attached job

descriptions. The program will recruit current teachers and administrators for the Grant Director and Site Coordinator positions, but will also work with our partners in recruiting staff with exceptional experience in implementing similar programs. Certified teachers will be recruited from Suncoast Elementary School and/or the district and will be pursued for their experience and knowledge in specific areas. For instance, if a teacher displays success in helping students close mathematical learning gaps during the school day, he/she will be highly recruited for our after school program.

Attached is a current Organization Chart for the Boys & Girls Club of Hernando County and a proposed Organization Chart for the Be Great Suncoast 21st CCLC program.

Certified Teachers will participate in the school and district required trainings including, but not limited to: confidentiality training, CPR (at least two staff members), and behavior modification training.

Youth Development Professionals will be required to complete Florida Department of Children and Families (DCF) 40-hour training, in addition to online and instructor led training pertaining to the BGCA programs (Triple Play, SMART Moves, Street SMART, Be A Star and PowerHour).

The Program Director and Site Coordinator will both be required to complete the Florida DCF 40-hour training, in addition to online training pertaining to the BGCA programs, as noted above. Both the Program Director and Site Coordinator, at a minimum, will be required to attend the 21st CCLC training in the fall of 2018, though we have planned for a total of 6 staff.

The DCF 40-hour training consists of the following required courses:

1. Child Care Facility Rules and Regulation (6 hours)
2. Health, Safety, and Nutrition (8 hours)

3. Identifying and Reporting Child Abuse and Neglect (4 hours)
4. Child Growth and Development (6 hours)
5. Behavioral Observation and Screening (6 hours)

In addition to 10 hours of any of the following courses:

1. Understanding Developmentally Appropriate Practice (5 hours)
2. School-Age Appropriate Practice (5 hours)
3. Special Needs Appropriate Practices (10 hours)
4. Basic Guidance and Discipline (5 hours - online)
5. Early Childhood Computer Learning Centers (5 hours - online)

Facilities

The Be Great Suncoast program will be run at Suncoast Elementary School. Suncoast has committed to providing at least two classrooms, the Science Room 132 at 1,051 sq feet and an additional classroom (214) at 873 sq feet. In addition, the program will be provided access to the computer lab, media center, cafeteria and outside courts/playgrounds.

Please find enclosed a copy of our License Exemption for the Suncoast Elementary School site.

Safety and Student Transportation

The Be Great Suncoast 21st CCLC program will be held at Suncoast Elementary School. At dismissal, students will immediately walk to the classrooms dedicated to the program for afterschool. The school is ADA compliant, presenting no accessibility concerns for students or parents with special needs. Students will be picked up by Parents/Guardians at 6:00pm at the school.

Transportation for the program will be limited to Field Trips on six of early dismissal days. Field Trips will be educational in nature, such as the Hernando County Environmental Center, Clearwater Marine Aquarium and State Parks. Transportation will be provided by the Boys & Girls Club of Hernando County's buses. The buses pass yearly inspections and are properly insured (see attached auto insurance declaration page).

All Be Great Suncoast employee's will be required to pass a Level 2 background check through the Agency for Health Care Administrations Care Provider Background Screening Clearinghouse (Clearinghouse). As the site will be on school grounds, each employee will also be required to pass the Hernando County School District's clearing procedures and be issued a contractor badge. Each employee will be required to pass a drug test. In addition, bus driver's will also be required to have a Class B driver's license with passenger and school bus endorsement. They will be required to pass an annual physical and be CPR trained.

The club shall run emergency drills each month related to fire, inclement weather and to ensure that students and staff are familiar with the current safety procedures.

Though we are exempt from licensure, the club follows Florida's Department of Children and Families regulations regarding afterschool programs.

Partnerships, Collaboration and Sustainability

In addition to the collaboration with Suncoast Elementary School, the Boys & Girls Club of Hernando County has secured the following partnerships commitments. These partnerships are detailed in the completed Partners Table with commitment letters.

Partnerships:

1. United Way of Hernando County – provide information and guidance on services during monthly Family Night.
2. National Alliance on Mental Illness – provide a 6 week education program for parents and caregivers of children and adolescents living with mental illness. In addition, present “Ending the Silence” a 50-minute presentation to students, staff and parents.
3. CareerSource – provide information and guidance on services during monthly Family Night specifically related to job training.
4. Florida Health – Run the department’s Healthiest Weight Initiative and provide information and guidance on services during monthly Family Night.
5. Florida Diagnostic & Learning Resource System - Provide information and guidance on various topics of interest including Pre-K and the Child Find Process, child development and Exceptional Student Education.
6. Hernando Community Coalition - Provide information and guidance on services during monthly Family Night.
7. Dawn Center – provide education presentations and training to students and parents regarding ending interpersonal violence in our communities.

Students will be provided dinners courtesy of a grant administered by the Hernando County School Board.

Collaborations:

The Boys & Girls Club of Hernando County will collaborate with Suncoast Elementary School to provide the Be Great Suncoast 21st CCLC afterschool program to be held at Suncoast Elementary School. As part of this collaboration Suncoast will provide classrooms and access to the computer lab, media center, cafeteria and outside courts/playgrounds. In addition, Suncoast will provide student information relative to the goals of the program (i.e., grade reports, disciplinary notices, attendance records, etc.) Suncoast will also provide 2 personnel to be members of the Advisory Council.

All private schools within a 15-mile radius of Suncoast Elementary School were notified of the intent to apply and were subsequently contacted via phone to determine their interest in the program. Each of the private schools expressed no interest in the program, however, the private schools and their student's were offered the opportunity to participate in the program. The Private Schools will receive timely notices concerning the program, staffing opportunities, and professional development.

Sustainability:

In order to assure the sustainability of the Be Great Suncoast program, the Boys & Girls Club of Hernando County will continue to research additional grants as well as donations. In addition, we will continue to solicit partners who not only provide additional opportunities for our students, but also provide in-kind contributions that will allow us to absorb the decrease of funding and still maintain (and, possibly expand) the level of services initially provided in the Be Great Suncoast 21ST CCLC.