



**MIDDLE SCHOOL ACADEMY RFP
TOP PROPOSER INTERVIEW-
BOYS & GIRLS CLUBS OF THE SUNCOAST**

FRIDAY MAY 22, 2020 AT 9:30 AM

ZOOM WEBINAR

REVISED AGENDA

I. WELCOME AND INTRODUCTIONS

Lorrayne Hayes

II. PROPOSER PRESENTATION

Boys & Girls Clubs of the Suncoast-[Presentation added May 15, 2020](#)

III. QUESTIONS FROM THE EVALUATION COMMITTEE

IV. ADJOURN

MEETING SCHEDULE

- Friday, May 22, 2020, Evaluation Committee Meeting at 1:00 PM
- Wednesday, June 3, 2020, Present Recommendations to the JWB Executive Team at 3:00 PM
- Thursday, June 25, 2020, Present Recommendations to the JWB Finance Committee at 1:30 PM
- Thursday, July 9, 2020, Board Action to Award at 9:00 AM

Updated 5/15/2020-LH



Juvenile Welfare Board of Pinellas County
Middle School Academy RFP-Azalea Middle School
Demonstration

Staff

- Freddy Williams, President & CEO
- Mandy Burnette, COO
- Jennifer Reed, Director of Grants
- Dr. Kelly Obarski, Director of Program Services
- Roseleni Ortiz, Data & Outcomes Analyst
- Azalea Middle School Site Director, TBD
- Collaboration & Family Liaison, TBD
- Youth Development Specialist, (1) Character, Leadership & Career
(1) Healthy & Life Skills
- Certified Teachers, (1) STEAM, (1) Literacy

Organization History

- Boys & Girls Clubs began in 1860 in Hartford, CT
- Established in Pinellas County in 1959



Mission and Vision

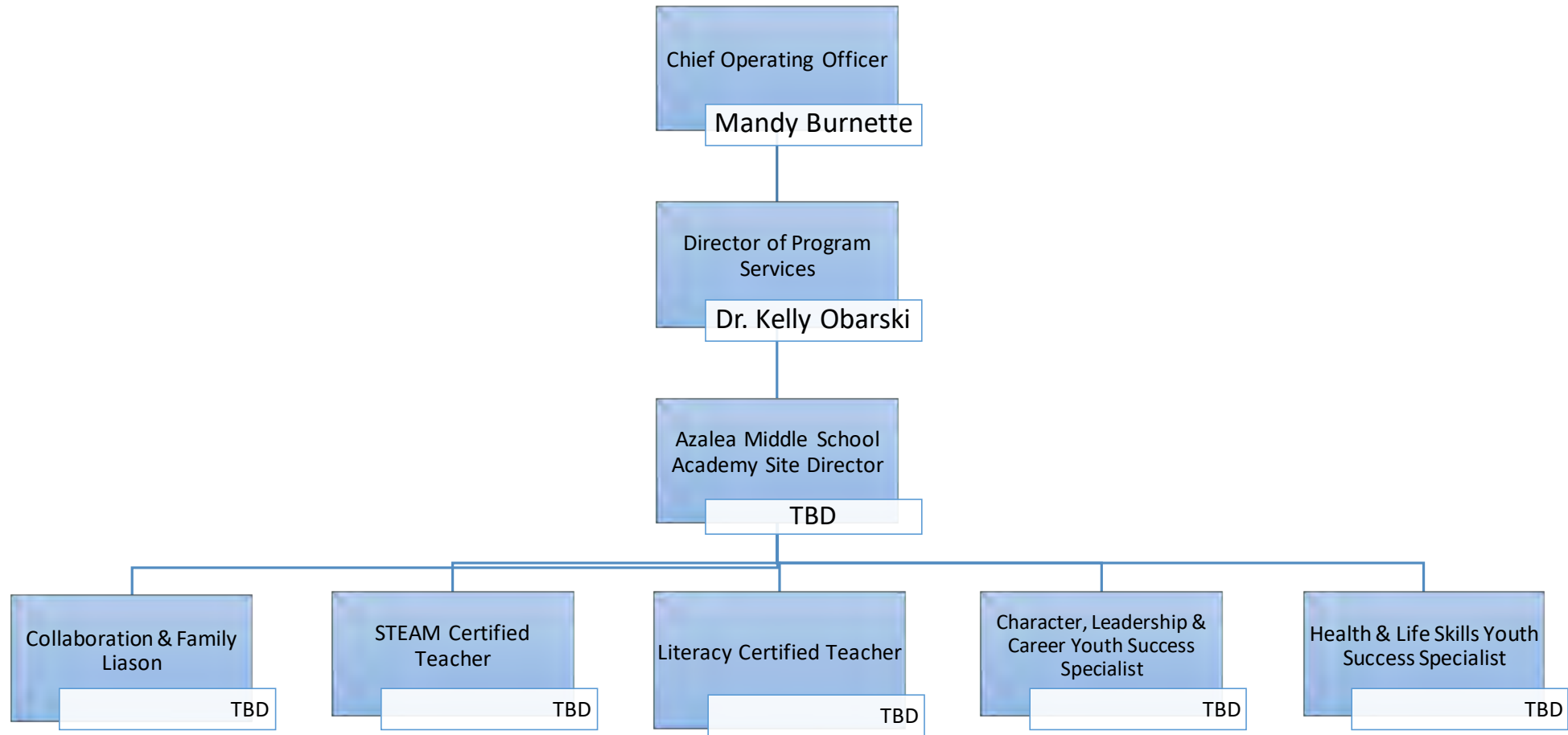
- **Mission:** To provide high-quality, out-of-school-time Club experiences proven to ensure our young people, especially those who needs us most, are on track to graduate from high school with a plan for the future, demonstrate good character and citizenship and live a healthy lifestyle.
- **Vision:** A Pinellas County community where all youth have access to quality out of school time programs that enable them to become productive, caring and responsible citizens.

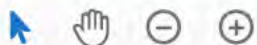
Values

- **Innovation**- we encourage new ideas, perspectives and processes with the goal toward efficiency, productivity and effectiveness.
- **Excellence**- we strive to deliver quality programs and services, rigorously measure impact, and seek continuous improvement.
- **Fun**- we foster a work environment which establishes universal enjoyment; we also seek to ensure our youth are having engaging and entertaining experiences while at our facilities.
- **Family**- we encourage, support and celebrate each other's successes while promoting a healthy work-life balance.
- **Integrity**- we are authentic, respectful, honest, transparent, and always strive to do the right thing every day, every time.

Board Approved Strategic Alignment







100%



LOOK at our 2019 IMPACT in PINELLAS COUNTY

ROYAL THEATER CLUB

11,069 total youth served

52% male **48%** female

64% in Elementary School

36% in Middle & High School

64% come from a single-parent homes

99% of youth missed less than 10% of school

Connect With Us
www.bgcsun.org | 727-524-2427



89% of Club Members improved Reading scores in Florida Standardized Testing



88% of Club Members improved Math scores in Florida Standardized Testing



Zero teen Club Member arrests, compared to 4,133 Teen Arrests in Pinellas County



100% of Club Members reported abstaining from drugs and cigarettes



84,000 nutritious meals and snacks served
to youth in Clubs

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2019 Stat S...rt Card.pdf



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SuncoastStandard

Phases of COVID-19 Relief Strategy

Phase 1: Response March 15 – May 31

- Expanded Feeding Program
- Distance Learning (virtual Club, tele-tutoring, and case management)
- Train all staff against competency gaps
- Hire and onboard for reopening
- Sanitize and complete safety repairs

Phase 2: Recovery June 1 - October 31

- Reopen Clubs
- Create normalcy and address trauma and academic backslide
- Eliminate debt and develop reserve strategies
- Leverage lessons learned to create operational efficiencies and scale
- Design sustainable structure to streamline IOM
- Pilot blended F2F Club programs with Distance Learning platform

Phase 3: Reimagine & Resilience November 1- June 30, 2021+

- Increase digital operations and digital programs
- Market/position for IOM
- Build for future preparedness
- Aggressively build reserves
- Skill building and workforce readiness programs to scale
- Reshape and transform sector and system-wide strategies
- Position as #1 Youth Advocate

SAFETY

Middle School Academy Timeline

- Recruit & hire full-time staff members and certified teachers in August 2020
- Identify & engage high-risk students with Virtual Club Hub experiences Aug & Sept 2020
- Participant recruitment, discussions regarding school, student and family needs August 2020-November 2020
- Technical logistics for start-up, August 2020-November 2020
- Evaluation logistics for baseline data collection, Aug 2020-Nov 2020
- Recruit & hire part-time staff members in November 2020 for a start date of December 1, 2020
- Program will kick off in January of 2021 (with students)

Building Collaborative Relationships

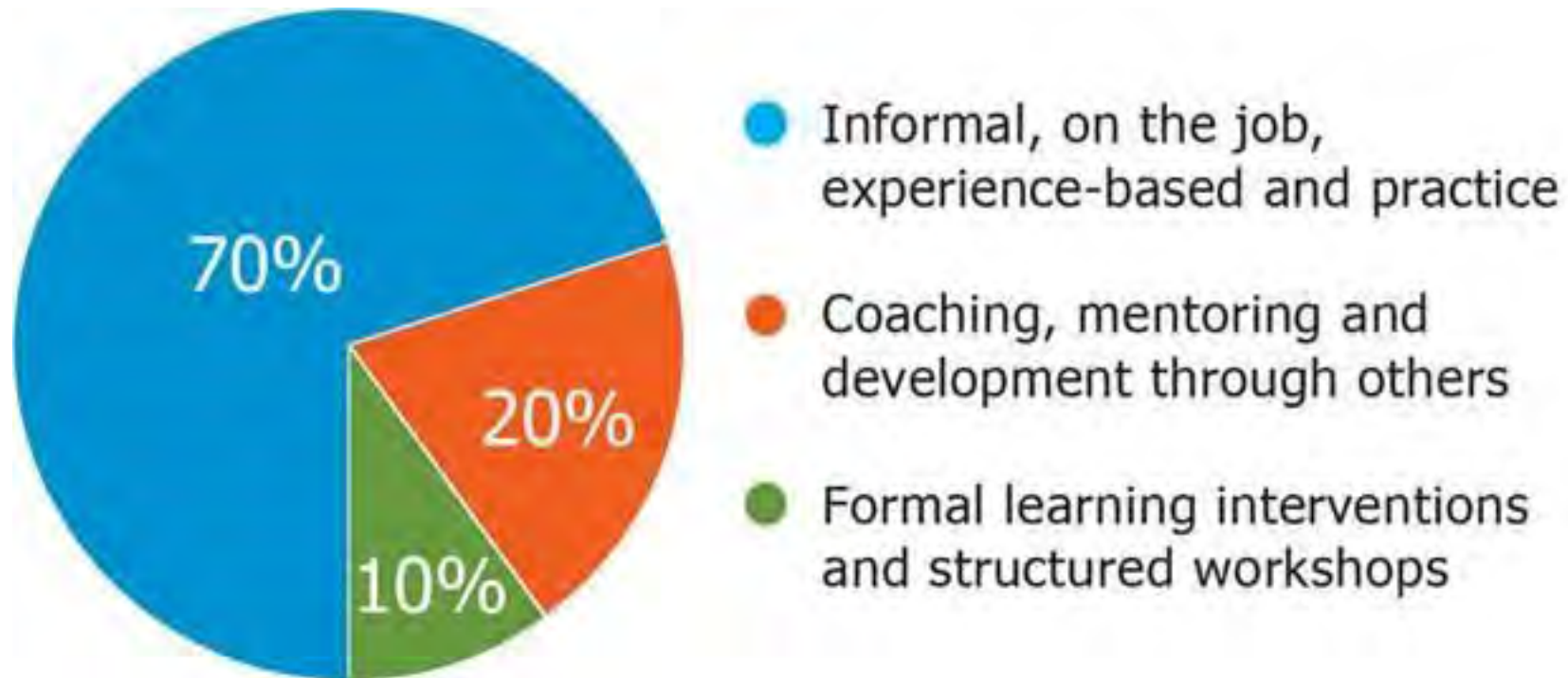
- Building relationships and rapport with teachers, students, parents
- Understanding and addressing needs (formal and informal)
- Training for staff as needed throughout the duration of the program
- Open and honest communication with school, teachers, students and parents
- COVID-19 recovery issues-addressing academic backslide and/or new safety logistics

Training

- Strategic individualized goal setting
- Individualized training plan for staff
- Cultural Competence Training (BGCA Cultural Responsiveness)
- Fidelity and Evaluation Training to ensure implementation is effective
- COVID-19 Health & Safety Guidelines
- Licensing, ELC & BGCA Guidelines



Professional Development



Staffing Plan

- Site Director and Family Liaison are full-time positions and will work 40 hours a week-hours will vary depending on student needs
- Certified Teachers – 15 hours per week during the school year, 25 hours per week during the summer, always one present during program hours
- Youth Success Specialist – 20 hours per week during the school year, 25 hours per week during the summer, always present during program hours

Evaluation

- Observational tools will be utilized at random 3-5 times during the quarter in order to ensure that activities are being implemented with fidelity and students are engaged. This will consist of checklists, rubrics, and anecdotal observation administered by supervisory staff.
- Activity attendance will be monitored weekly using our Member Tracking System (MTS). Training will also be evaluated based on engagement of staff, quality of training and participant interaction.
- Youth Voice-surveys, Torch Club, Keystone Club (FAN)
- Parent assessment and feedback tools
- Interviews and additional surveys as needed

Evaluation Examples

- National Youth Outcome Initiative (NYOI) – annual participant survey helps inform all of our decisions with respect to Club operations
- Youth Program Quality Assessment (YPQA) – research-based improvement system from the David P. Weikart Center for Youth Program Quality
- Internal membership tracking database-measures ADA rates

Program Space

- BGCS is adaptable to any space provided by the school
- Preferred resources include computer labs, science labs and other space where we can employ innovation and creativity

Challenges with Recruitment/Retention

- Parent Engagement
- Student Engagement: Program needs to be relevant and enticing for the most at-risk students
- Communication with Parents, School Faculty & Students
- On-going positive reinforcement that will ensure ongoing engagement
- Issues arising from COVID-19 global pandemic

Program Schedule for Middle School Students

Quarter 1 8/31/ - 12/18/20			Optional Activities
Recruitment	08/12/20 - 08/28/20	Fliers, Lunch activities, Staff meeting, PTO	
BGCS Start	9/8/2020 - 10/09/20		
7:00 am - 9:40 am	7:00 - 7:10	Check in	
	7:10 - 7:30	Character Building	
	7:30 - 8:00	Team Building	
	8:00 - 8:30	Study Skills/Homework	
	8:30 - 9:00	Breakfast/Nutrition	
	9:00 - 9:35	Homework/Prep	
	9:35 - 9:40	Clean Up/Gather Materials	
	10/9/20 - 12/8/20		
	7:00 - 7:10	Check in	
	7:10 - 7:30	Character Building	
	7:30 - 8:00	Team Building	
	8:00 - 8:30	Study Skills/Homework	
	8:30 - 9:00	Breakfast/Nutrition	
	9:00 - 9:35	Fitness Challenge	
	9:35 - 9:40	Clean Up/Gather Materials	Olympics/Fitness Challenge
			Guardians of the Gulf
4:10 pm - 6:00 pm	9/8/2020 - 10/09/20		
	4:10 - 4:15	Groups- Check In	Diploma 2 Degree
	4:15 - 4:45	Fitness Challenge/Sports Game	Career Exploration
	4:45 - 5:55	Power Hour- Study	STEM Robotics
	5:55 - 6:00	Clean Up/Load Bus	
	10/9/20 - 12/8/20		
	4:10 - 4:15	Groups- Check In	
	4:15 - 4:45	Fitness Challenge/Sports Game	Passport to Adulthood
	4:45 - 5:55	Power Hour- Study	
	5:55 - 6:00	Clean Up/Load Bus	

Transportation

- BGCS will be utilizing contracted transportation for both morning and afternoon programs as well as summer

Staff Recruitment & Retention

- High turnover of school teachers and administration
- Current relationship with school district
- Experience with recruitment of teachers for literacy initiative and COST program
- Rigorous criteria for staffing will ensure qualified candidates and high fidelity of program implementation

Communication with School

- Purpose for hiring of a collaboration & family liaison – Role will be to interact with school and participant's family on a regular basis
- Site Director will also have these responsibilities in their job description-site proximity to school will aid in this endeavor

Certified Teachers

- Power Hour/Tutoring
- Summer Brain Gain
- STEAM & Literacy Project Based Learning Activities

BGCA Programs

- Research-informed
- Have already gone through a rigorous evaluation process
- Include field trips and outside experiences
- Include partnerships with organizations to provide workforce readiness opportunities
- We already successfully run these programs at our other sites

Family Engagement Liaison

- This individual ensures active collaboration occurs between Azalea Middle School and BGCS with respect to program planning and implementation. The position will monitor students with poor academic performance and assist with prescriptive academic program development for students who are not showing improvement. The candidate will administer and evaluate teacher and parent surveys, and attend all advisory board and PTA meetings to ensure adequate communication with program site. This individual will also serve as a case manager for each family and will ensure ongoing and consistent communication.

Budget-Start Up

Copy of Middle School Academy RFP- Form 2-Proposed Program Budget Start Up 8/11/2020-09/30/2020 Boys' Girls' Clubs of the Suncoast\002\pdf-A Adobe Acrobat Reader DC

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Budget				
Agency Name:		Boys' & Girls' Clubs of the Suncoast		
Program Name:		Azules Middle School Academy		
Fiscal Year:		2020-2021		
Current & Proposed Operating Budget				
Category	GL Subcategory	Total Program Budget	Total JWB Budget	Program Narrative
Salaries	Salaries	\$ 20,894	\$ 20,894	
Benefits	FICA	\$ 1,598	\$ 1,598	
	Retirement	\$ 533	\$ 533	
	Group Insurance	\$ 1,571	\$ 1,571	
	Workers' Comp	\$ 275	\$ 275	
	Unemployment Comp	\$ 581	\$ 581	
	Subtotal Benefits	\$ 4,558	\$ 4,558	
Total Salary and Benefits		\$ 25,452	\$ 25,452	
Professional Services	Professional Services			
	Audit Accounting			
	Court Legal Services			
	Other Services			
	Investigations			
	Subtotal Professional Services	\$ -	\$ -	
Rent Expense	Rent & Leases	\$ 9,167	\$ 9,167	
	Subtotal Rent Expense	\$ 9,167	\$ 9,167	
Repairs/Maintenance	Repairs & Maintenance			
	Subtotal Repairs/Maintenance	\$ -	\$ -	
Utilities	Communications	\$ 500	\$ 500	Phones
	Utilities			
	Subtotal Utilities	\$ 500	\$ 500	
Operating Expenses	Freight & Postage			
	Printing & Binding			
	Advertising			
	Office Supplies	\$ 250	\$ 250	
	Operating Supplies			
	Subtotal Operating Expenses	\$ 250	\$ 250	
Participant Expenses	Participant Transportation	\$ 13,333	\$ 13,333	Transportation for participants to and from the program
	Participant Expense	\$ 3,333	\$ 3,333	Overlays, Field Trns, Consumable Supplies (\$100 student x 65 = \$6500)
	Participant Food & Nutrition			
	Participant Books	\$ 1,000	\$ 1,000	
	Participant Educ. Materials	\$ 1,333	\$ 1,333	STEAM, Enrichment, Literacy, etc. supplies
	Subtotal Participant Expenses	\$ 18,999	\$ 18,999	
Educational	Books, Subscriptions, Dues & Memberships			
	Training	\$ 500	\$ 500	Staff Professional Development
	Subtotal Educational	\$ 500	\$ 500	
Travel/Conference	Travel & Per Diem	\$ 333	\$ 333	Mileage reimbursement for local travel
	Conference			
	Subtotal Travel/Conference	\$ 333	\$ 333	
Promotional	Promotional			
	Subtotal Promotional	\$ -	\$ -	
Depreciation	Depreciation Expense			
	Subtotal Depreciation	\$ -	\$ -	
Insurance	Insurance Expense	\$ 500	\$ 500	
	Subtotal Insurance	\$ 500	\$ 500	
Miscellaneous	Bank Service			
	Other Misc.			
	Subtotal Miscellaneous	\$ -	\$ -	
Capital	Machinery & Equipment - Capital			
	Subtotal Capital	\$ -	\$ -	
One Time Only	OTO - Start-up Costs	\$ 3,500	\$ 3,500	Purchase and setup of two laptops for full time staff
	Subtotal One Time Only	\$ 3,500	\$ 3,500	
	Subtotal Operating Expenses	\$ 67,990	\$ 67,990	
Administrative Cost		\$ 8,791	\$ 8,791	
	Total Program Expenses	\$ 67,990	\$ 67,990	

Budget-20-21

Copy of Middle School Academy RFP - Form Z-Proposed Program Budget Annual 10/11/2020-09/30/2021 Boys' & Girls' Clubs of the Suncoast Ltd - Adobe Acrobat Reader DC

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Budget				
Agency Name: Boys & Girls Clubs of the Suncoast				
Program Name: Azules Middle School Academy				
Fiscal Year: 2020-2021				
Current & Proposed Operating Budget				
Category	GL Subcategory	Total Program Budget	Total JWB Budget	Program Narrative
Salaries	Salaries	\$ 154,504	\$ 154,504	
Benefits	PLCA	\$ 11,310	\$ 11,310	
	Retirement	\$ 3,200	\$ 3,200	
	Group Insurance	\$ 9,436	\$ 9,436	
	Workers Comp	\$ 2,006	\$ 2,006	
	Unemployment Comp	\$ 1,197	\$ 1,197	
	Subtotal Benefits	\$ 27,339	\$ 27,339	
Total Salary and Benefits		\$ 181,843	\$ 181,843	
Professional Services	Professional Services			
	Audit/Accounting			
	Legal Services			
	Other Services			
	Subtotal Professional Services	\$ -	\$ -	
Real Expense	Rent & Leases	\$ 27,500	\$ 27,500	
	Subtotal Real Expense	\$ 27,500	\$ 27,500	
Repair/Maintenance	Repair & Maintenance	\$ -	\$ -	
Utilities	Communications	\$ 1,500	\$ 1,500	Phones
	Utilities			
	Subtotal Utilities	\$ 1,500	\$ 1,500	
Operating Expenses	Freight & Postage			
	Printing & Binding			
	Advertising			
	Office Supplies	\$ 750	\$ 750	
	Operating Supplies			
	Subtotal Operating Expenses	\$ 750	\$ 750	
Participant Expense	Participant Transportation	\$ 40,000	\$ 40,000	Transportation for participants to and from the program
	Participant Expenses	\$ 10,000	\$ 10,000	Overlaid, Field Trips, Consumable Supplies (\$100 student x 61 = \$6500)
	Participant Food & Nutrition	\$ 40,619	\$ 40,619	USDA Food Program Expenses
	Participant Books	\$ 1,000	\$ 1,000	
	Participant Educ. Materials	\$ 4,000	\$ 4,000	STEAM, Enrichment, Library, etc. supplies
	Subtotal Participant Expenses	\$ 95,619	\$ 95,619	
Educational	Books, Subscriptions, Etc. & Materials			
	Training	\$ 1,500	\$ 1,500	Staff Professional Development
	Subtotal Educational	\$ 1,500	\$ 1,500	
Travel/Conference	Travel & Per Diem	\$ 1,000	\$ 1,000	Mileage reimbursement for local travel
	Conferences			
	Subtotal Travel/Conference	\$ 1,000	\$ 1,000	
Promotional	Promotional			
	Subtotal Promotional	\$ -	\$ -	
Depreciation	Depreciation Expense			
	Subtotal Depreciation	\$ -	\$ -	
Insurance	Insurance Expense	\$ 1,500	\$ 1,500	
	Subtotal Insurance	\$ 1,500	\$ 1,500	
Miscellaneous	Bank Service			
	Other Misc.			
	Subtotal Miscellaneous	\$ -	\$ -	
Capital	Machinery & Equipment - Capital			
	Subtotal Capital	\$ -	\$ -	
One Time Only	OTO - Startup Costs			
	Subtotal One Time Only	\$ -	\$ -	
Administrative Cost	Subtotal Operating Expenses	\$ 212,143	\$ 212,143	
		\$ 45,115	\$ 45,115	
Total Program Expenses		\$ 257,258	\$ 257,258	

QUESTIONS?

THANK YOU!