



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Boys and Girls Club of Greater New Haven

Doing Business As, if applicable:

Business Address: 253 Columbus Ave. New Haven, CT 06519

Business Phone: 203-988-8586

Business email: licaruso@bgchnh.org

Funding Source & Acct # including location code:

- ARP ESSER III C/O
 - o 2553-6399-56694-0444: Brennan Rogers (\$44,640.00)
 - o 2553-6399-56694-0444: Bishop Woods School (\$69,600.00)
- Title 1
 - o 2531-5256-56694-0444: Spring Fun Club (\$16,000.00)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 11/28/23 To 6/30/24.

Hourly rate or per session rate or per day rate.

- Brennan Rogers: \$12 per student, 40 students per day, \$480 a day per 3hr session, for 93 sessions (\$44,640.00)
- Bishop Woods School: \$12 per student, 50 students per day, \$500 a day per 3hr session, for 116 sessions (69,600.00)
- Spring Fun Camp- \$3,200 a day per 8hr session, 43 students for 5 days (16,000.00)

Total amount: **\$130,240.00**

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

- The Boys and Girls Club will service (50) students at Bishop Woods, (40) students at Brennan Rogers, and (43) students at their Columbus Ave location for Spring Break on April 15-19, 2024 for a total of (133) students for extended school hours programming from November 28, 2023 until June 30, 2024. The Boys and Girls Club will provide students with an array of programs that focus on (3) areas of engagement. The Power Hour provides 30 minutes of homework and academic support to enhance academic performance. The Triple play is designed to educate students on healthy habits to improve overall well-being by introducing them to nutrition, and various forms of physical activity. The Torch Club is a leadership group that promotes community service and enhances character development as they prepare for their lives outside of school. The Boys and Girls club will mirror their programming efforts to support students during Spring Break. Breakfast, lunch, and enrichment activities (Power hour, Triple Play, and Torch club) will be implemented Monday through Friday to keep students engaged during school recess.

Submitted by: Gemma Joseph Lumpkin Phone: 475-220-1061



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Gemma Joseph Lumpkin

Date: 11/7/23

Re: Boys and Girls Club of Greater New Haven

Please **answer all questions and attach any required documentation as indicated below.** Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** Boys and Girls Club of Greater New Haven
2. **Description of Service:** The Boys and Girls Club will service (50) students at Bishop Woods, (40) students at Brennan Rogers, and (43) students at their Columbus Ave location for Spring Break on April 15-19, 2024 for a total of (133) students for extended school hours programming from November 28, 2023 until June 30, 2024. The Boys and Girls Club will provide students with an array of programs that focus on (3) areas of engagement. The Power Hour provides 30 minutes of homework and academic support to enhance academic performance. The Triple play is designed to educate students on healthy habits to improve overall well-being by introducing them to nutrition, and various forms of physical activity. The Torch Club is a leadership group that promotes community service and enhances character development as they prepare for their lives outside of school. The Boys and Girls club will mirror their programming efforts to support students during Spring Break. Breakfast, lunch, and enrichment activities (Power hour, Triple Play, and Torch club) will be implemented Monday through Friday to keep students engaged during school recess.
3. **Amount of Agreement and hourly or session cost: \$130,240.00**
 - a. Brennan Rogers: \$12 per student, 40 students per day, \$480 a day per 3hr session, for 93 sessions (\$44,640.00)
 - b. Bishop Woods School: \$12 per student, 50 students per day, \$500 a day per 3hr session, for 116 sessions (69,600.00)
 - c. Spring Fun Camp- \$3,200 a day per 8hr session, 43 students for 5 days (16,000.00)
4. **Funding Source** and account number:
 - a. ARP ESSER III C/O
 - i. 2553-6399-56694-0444: Brennan Rogers (\$44,640.00)
 - ii. 2553-6399-56694-0444: Bishop Woods School (\$69,600.00)
 - b. Title 1
 - i. 2531-5256-56694-0444: Spring Fun Club (\$16,000.00)
5. Approximate number of staff served through this program or service: 0
6. Approximate number of students served through this program or service: 133

7. Continuation/renewal or new Agreement?

Answer all questions:

- a. If continuation/renewal, has the cost increased? If yes, by how much?
 - i. Renewal. Increase of cost per student from \$10 to \$12
- b. What would an alternative contractor cost:
 - i. Based on local vendors, similar services would range from \$15-\$20 a student per day.
- c. If this is a continuation, when was the last time alternative quotes were requested?
 - i. 2023 RFQ process
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
 - i. No, this community agency provides staffing and resources that are missing at NHPS sites. They also provide trained staff members who are certified to provide the instruction presented by the agency.

8. Type of Service:

Answer all questions:

- a. Professional Development?
 - i. No
 - ii. If this is a professional development program, can the service be provided by existing staff? If no, why not?
- b. After School or Extended Hours Program?
 - i. After School and Extended School Hours
- c. School Readiness or Head Start Programs?
 - i. No
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business?
 - i. No
- b. Is the Contractor Local?
 - i. No
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national?
 - i. Yes, National
- d. Is the Contractor a public corporation?
 - i. No
- e. Is this a renewal/continuation Agreement or a new service?
 - i. Renewal
- f. If it is a renewal/continuation has cost increased? If yes, by how much?
 - i. Yes, a \$2 increase per student.
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:
 - i. No

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all

questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company:
 - i. The Boys and Girls Club provides our district with staff members from the community to support the needs of after-school programming to schools who are in need due to a lack of staff participation. Aside from staffing, The Boys and Girls Club provides high-quality programming that engages students in an array of activities that target their minds, body, and soul in both an educational and personal manner.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?
 - i. RFQ
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected?
 - i. Yes, the contractor provides fiscally sound activities at a reasonable cost.
- d. Who were the members of the selection committee that scored bid applications?
 - i. Arthur Edwards, Lysie Rodriguez, Frankie Roman, Christian Tabares, Dianne Stewart, Adrienne Douglas, Jose Camacho.
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.
 - i. N/A

11. Evidence of Effectiveness & Evaluation

Answer all questions

- a. What **specific need** will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met?
 - i. The Boys and Girls Club provides our after-school sites with trained staff members to assist with instruction and youth development efforts. Also, the Boys and Girls Club provides extra staff members to assist in providing quality programming at schools that need assistance in servicing youth.
 - ii. Services will be monitored using the APT tool, which assesses the overall quality of the program's staffing, staff engagement with students and families, collaboration with NHPS staff, transitioning of students, and activities offered. The evaluation team consists of the Building Leader with a team, which may consist of other NHPS staff, parents, and community members. APT raters observe and score staff interactions (manner, affect, and tone of voice) with youth and families. The observers rate areas such as:
 1. Are staff greeting students and families
 2. Transitioning of students
 3. Does the space provide appropriate room for all youth and staff?
 4. The ability of staff to communication with youth and/or their families in their language(s).
 5. The support staff provides in assisting youth with organizing and preparing themselves to do their homework.
 6. Staffs adjustments and accommodations for students based on their experiences and needs and that

7. Staffs use of simple reminders and redirection to support positive behaviors.
 8. Dismissal Process
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
 - c. How is this service aligned to the District Continuous Improvement Plan?
 - i. This service aligns with the needs of the Continuous Improvement Plan as it targets the social emotional, developmental, and academic needs of our youth. With the various programs being provided by skilled workers in the field, we are enhancing the quality of programming that will assist students in successfully progressing through their academic needs.

12. Why do you believe this Agreement is fiscally sound?

- a. This agreement provides quality after-school programming at a reasonable cost. With the numerous programs being offered by The Boys and Girls Club at \$12 a child per day, we are targeting the needs of our school sites and students compared to prices offered by other programs in the area.

13. What are the implications of not approving this Agreement?

- a. Implications of not approving this agreement would be mean there would significantly fewer staff members participating in after-school programming for the youth. Also, we would be restricting students and families from opportunities to attend safe programming outside of school hours. The lack of enrichment activities may lead to a negative effect in student behaviors and attendance throughout the school year.

Rev: 8/2021



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

By And Between

The New Haven Board of Education

AND

(The Boys and Girls Club of Greater New Haven)

FOR DEPARTMENT/PROGRAM:

(Youth, Family, and Community Engagement)

This Agreement entered into on the 7th day of November 2023, effective (*no sooner than the day after Board of Education Approval*), the 28th day of November 2023 by and between the New Haven Board of Education (herein referred to as the “Board” and, The Boys and Girls Club of Greater New Haven located at, 253 Columbus Ave. New Haven, CT 06519 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$480 per day for a total of 93 Sessions, for a total of \$44,640 at Brennan Rogers. \$600 per day, for a total of 116 sessions, for a total of \$69,600 at Bishop Woods. \$3,200 per day for a total of 5 days, for a total of \$16,000 for the Spring Fun Club

The maximum amount the contractor shall be paid under this agreement: One Hundred and Thirty Thousand, Two Hundred and Forty dollars and Zero cents. (\$130,240.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

Fiscal support for this Agreement shall be by ARP ESSER III C/O **Program** of the New Haven Board of Education,

- **Account Number:** 2553-6399-56694 **Location Code:** 0444 (Brenna Rogers \$44,640.00)
- **Account Number:** 2553-6399-56694 **Location Code:** 0444 (Bishop Woods \$69,600.00)

Fiscal support for this Agreement shall be by Title 1 **Program** of the New Haven Board of Education,

- **Account Number:** 2531-5256-56694 **Location Code:** 0444 (\$16,000).

This agreement shall remain in effect from November 28, 2023, to June 30, 2024.

SCOPE OF SERVICE:

- The Boys and Girls Club will service (50) students at Bishop Woods, (40) students at Brennan Rogers, and (43) students at their Columbus Ave location for Spring Break on April 15-19, 2024 for a total of (133) students for extended school hours programming from November 28, 2023 until June 30, 2024. The Boys and Girls Club will provide students with an array of programs that focus on (3) areas of engagement. The Power Hour provides 30 minutes of homework and academic support to enhance academic performance. The Triple play is designed to educate students on healthy habits to improve overall well-being by introducing them to nutrition, and various forms of physical activity. The Torch Club is a leadership group that promotes community service and enhances character development as they prepare for their lives outside of school. The Boys and Girls club will mirror their programming efforts to support students during Spring Break. Breakfast, lunch, and enrichment activities (Power hour, Triple Play, and Torch club) will be implemented Monday through Friday to keep students engaged during school recess.

Exhibit A: Scope of Service: Please attach contractor's detailed **Scope of Service** on contractor letterhead with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data Privacy - attached

Exhibit C: *Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.*

APPROVAL: This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contactors **may begin service no sooner than the day after Board of Education approval.**

HOLD HARMLESS: The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

TERMINATION: The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.

Lisa Caruso
Contractor Signature

President
New Haven Board of Education

11/7/23
Date

Date

Lisa Caruso- CEO
Contractor Printed Name & Title



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

STUDENT DATA PRIVACY AGREEMENT SPECIAL TERMS AND CONDITIONS

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. § 10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student- generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Proposal for New Haven Public Schools

Boys & Girls Clubs of Greater New Haven (BGCGNH) offers expansive out-of-school programming that aligns with National Standards, including Common Core and from the Collaborative for Academic, Social and Emotional Learning (CASEL).

Afterschool Program: We provide a safe, positive and engaging out-of-school time environment where children and teens explore, learn and have fun. Featuring the Boys & Girls Club of America youth development curricula, we offer homework help with extra reading and math support during Power Hour, athletics, games and an exciting range of enrichment activities

Summer Camp: During our full-day camp experience, kids spend their summer participating in athletics, arts and crafts, project-based summer learning, reading and literacy support, games and tournaments and special programs from our community partners.

Sports at the Club: Our In-House Basketball program is an opportunity for skill development training, emphasizing ball handling, proper shooting technique and other major aspects of fundamental skill training. Our AAU program has developed and showcased talented players for more than a decade. Over the next three years we plan to create a comprehensive athletics program that is age-appropriate and gender-informed.

Through BGCGNH programming, Club members make gains in three areas that are critical for youth development: 1) Academic Success, 2) Good Character and Leadership, and 3) Healthy Lifestyles

The Formula for Impact describes how the Boys & Girls Club of New Haven, individually and collectively with more than 1400 Clubs nationwide, can increase our impact on young people. It says that if we take the Young People Who Need Us Most and provide them with the best possible Outcome-Driven Club Experience, they will achieve positive outcomes in the priority areas of:

- Academic Success
- Good Character and Leadership
- Healthy Lifestyles

The Outcome-Driven Club Experience has four components.

1. **Five Key Elements for Positive Youth Development:** These are fundamental to our overall programming and are based on the results of a research project that studied many Clubs' best youth development practices. The study articulated

- five key elements that Clubs should implement to make a beneficial difference in young people's lives:
- a. Create a safe, positive environment
 - b. Generate fun and foster a sense of belonging
 - c. Encourage supportive relationships with peers and adults
 - d. Provide opportunities and set expectations
 - e. Offer recognition
2. High-Yield Activities are hands-on, interactive, fun experiences that intentionally develop and reinforce core skills explicitly taught through Targeted Programs and help support our three priority outcome areas.
3. Targeted Programs are sequenced learning experiences with specific objectives for building skills and knowledge, organized into five Core Program Areas:
- a. Education
 - b. The Arts
 - c. Health and Wellness
 - d. Sports and Recreation
 - e. Leadership.
4. Regular Attendance is important for deepening our positive impact on young people. We need to make sure they become members, attend often, and stay members as they grow up. Our youth-centered approach (where youth have voice, choice and autonomy) helps to support frequent attendance and retention of members. The Formula for Impact comes alive during our afterschool, summer, and sports programming.

Children Served

Afterschool: During the academic school year, BGCGNH offers afterschool programming at both our Columbus Clubhouse located at 253 Columbus Avenue in New Haven, and on-site at partnering schools. Our clubhouse serves up to 175 youth daily, over 99% of which are New Haven Public School students. We have the capacity to provide afterschool programming at an additional 10 school sites, allowing afterschool programming to be accessible to more New Haven Public School students.

Summer Camp: BGCGNH's Summer Camp program is offered at our Columbus Clubhouse, serving up to 175 campers daily. Over 99% of those attending are New Haven Public School students.

Spring Break Camp and School Closures: When schools out, we're in! BGCGNH provides programming during most of the days that schools are closed for holidays, in addition to Spring Break.

Ages/Grades: Afterschool programming is available to students in Kindergarten through 12th grade. Elementary and Middle School students tend to enroll in afterschool programming, while High Schoolers tend to enroll in evening programming designed specifically teens and our summer workforce development program that offers employment and paid training opportunities.

Program Cost

Thanks to funding through New Haven Public School, there not been a cost to families attending afterschool programming provided at our satellite school sites (e.g. Brennan Rogers, L.W. Beecher, Bishop Woods, etc.) Afterschool programming at our Columbus Clubhouse is \$100 per month per student. Summer camp is \$100 per week per student.

Please note that scholarships and sibling discounts are provided when funding permits. During the summer, Care4Kids is accepted and available for eligible families.

Duration of Programs

BGCGNH follows the New Haven Public School calendar. When schools are open, we open our doors ensure we can serve those who need us the most. Afterschool programming begins the same day as schools start, and run through the last day of school. Afterschool programming is available from 2:00pm to 6:00pm, Monday through Friday. BGCGNH also offers full-day programming on days when schools are closed for most public holidays, as well as provides Spring Break Camp. Full day and Spring Break Camp programming runs from 8:00am to 5:00pm. Summer Camp programming is offered from July through mid-August from 8:00am to 4:00pm, with extended day available until 5:30pm.

Description of Programs

We offer varying programs throughout the course of the program. From PowerHour, Triple Play and Torch Club to many more, BGCGNH offers arts & crafts, STEM activities and much more each week. Our site coordinators in conjunction with the Area Director spend up to two hours each day, preparing and planning fun ways to engage our youth in mind, body and soul.

The Boys & Girls Club programs described below are those that we currently incorporate into our summer and afterschool programming, in addition to other enrichment programs provided by community partners.

Power Hour

This program helps our members achieve academic success by providing homework help, tutoring, and high yield learning activities and encouraging members to become self-directed learners. Power Hour is offered Monday-Thursday from 3:00 p.m. to 4:00 p.m. The Club provides members with the space time, and assistance to complete their

assignments. Members' participation is tracked for recognition through our Power Hour Incentive Program.

Summer Brain Gain

Summer Brain Gain (SBG) is a hands-on, minds-on, project-based program designed for summer in the Club. It's comprised of week-long modules consisting of fun, themed activities for elementary, middle, and high school students. Activities encourage youth to fall in love with learning by engaging them in unique educational experiences that spark curiosity, allow them to explore their interests, and create opportunities to build academic and social-emotional skills.

Torch Club

Torch Club is a chartered, small-group leadership and service club. Torch Club is a powerful vehicle through which staff can help meet the character development needs of members at a critical stage in their life.

Youth in Arts

BGCGNH offers Youth in Arts, a program dedicated to exploring the arts while aligning with social and emotional development. Through partnerships, arts programming also incorporates art therapy, helping youth strengthen social and emotional skills through visual and performing arts.

Drama Matters

This program is designed to explore theatre and the performing arts. Youth will also learn about set design, set building, stage lighting, costumes, stage make-up and directing. It offers Club members different ways for them to express themselves creatively in hopes that they will discover a behind-the-scenes role in a production or on-stage performance.

Triple Play: Social Recreation

This program offers activities that are critical to positive youth development. This program builds the skills a young person needs to make healthy choices through cooperative, group-based activities that develop a young person's confidence in themselves and connection to others. Through games room tournaments like table tennis, foosball and chess, Club members will develop skills such as sportsmanship and critical thinking.

Triple Play: Healthy Habits

This program focuses on making choices that support a healthy eating pattern and physical wellness. Healthy Habits is made up of interactive practical activities that develop a young person's ability, confidence, and motivation to eat healthy for life.

Smart Moves

Smart Moves focuses on helping youth develop healthy decision-making attitudes and skills, with age-appropriate activities and lessons for youth in grades K - 12. The program teaches essential social-emotional skills that enable youth to communicate effectively, make healthy decisions, and refuse to engage in unhealthy behaviors.

Smart Girls

SMART Girls is a small-group health, fitness, prevention/education and self-esteem enhancement program designed to meet the developmental needs of girls in three age groups. Through dynamic sessions, highly participatory activities, field trips and mentoring opportunities with adult women, Club girls explore their own and societal attitudes and values as they build skills for eating right, staying physically fit, getting good health care and developing positive relationships with peers and adults.

Passport to Manhood

Passport to Manhood promotes and teaches responsibility in Club boys ages 8-17. Passport to Manhood consists of 14 sessions, each of which concentrates on a specific aspect of manhood through highly interactive activities. Passport to Manhood represents a targeted effort to engage young men in discussions activities that reinforce positive behavior.

DIY STEM

DIY STEM is a hands-on, activity-based STEM curriculum which connects youth aged 9-12 to science themes they encounter regularly. Special attention is paid to connections of theory and application and the common interactions members have with these scientific principles. DIY STEM currently includes five modules: Energy and Electricity, Engineering Design, Food Chemistry, Science of Sports: Football.

In addition to the above-listed Boys & Girls Club of America programs, we partner with local organizations providing our members with additional programming core to support the needs and interests of our community. ***Some of our current partners*** with whom we work are:

- **Girls Scouts** offers their traditional Girl Scouts programming at both BGCGNH's clubhouses and school sites.
- **First Tee** teaches beginner golf activities, with a focus on character and empowerment during the summer.
- **Mindful Exchanges** at Yale providing mental wellness and self-care basics during the summer.
- **Rock the Beat DJ Camp** utilizing the art of disc jockeying and hip-hop music to develop confidence and positive self-perception among youth during the summer.
- LiveGirls offers women empowerment program at New Haven Clubhouse.

- **S.P.O.R.T Academy** offers life skills development through learning chess during the summer.
- Partnering with the **New Haven Recreation Department**, youth explore outdoor adventures during the summer.

APT Summary Report

Grantee _____ School Principal: _____

Site: _____ Site Coordinator: _____

Director: _____ Quality Advisor: _____

Observation Team Members (Those who participated in the APT-O):

- | | |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

Schedule (Days/Times):

Grades served:

Target number of youth:

Number of youth present:

Is Program Fee Based? Yes No (If yes, please attach brochure with fee schedule)

Date of observation: _____

Report completed by: _____

Date: _____



OBSERVATION SUMMARY (APT-O)

I. ARRIVAL TIME *N/A for High School*

Observed
 Partially Observed
 Not Observed

<i>A. Arrival Time Items</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Staff greet/acknowledge youth as they arrive.							
2. Youth seem to know the arrival routine and follow it without reminders.							
3. Activities are available for youth to become engaged in as soon as they arrive.							
4. Staff engage in friendly verbal exchanges with youth.							
Total average:							

II. TRANSITION TIME *N/A for High School*

Observed
 Partially Observed
 Not Observed

<i>B. Transition Time Items</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Staff clearly communicate when it is time for a transition and what they would like youth to do.							
2. Transitions run smoothly; youth know what to do.							
3. Transitions are handled quickly.							
4. Staff consistently use a neutral (or positive) tone of voice.							
5. Staff treat youth respectfully, and assume best intentions.							
6. <u>When youth behavior is inappropriate</u> , staff use simple reminders to redirect behavior.							
7. <u>When addressing behavioral issues</u> , staff use time-out, loss of privileges and other consequences sparingly.							
Total average:							

<i>B. Youth Items</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.Youth are busy and engaged in conversation or activities.							
2.Youth follow program rules and behavioral expectations.							
3.Youth appear calm and in control of themselves.							
4. Peer interactions have a positive affective tone; youth appear to enjoy each other's company.							
5.Youth listen to each other.							
6.Youth cooperate with each other.							
7.Youth are kind and respectful of each other.							
8. <u>When minor conflicts occur</u> , youth are able to problem solve together to resolve conflicts without adult intervention.							
Total average:							

V. ACTIVITY TIME						<input type="checkbox"/> Observed <input type="checkbox"/> Partially Observed <input type="checkbox"/> Not Observed	
Activity Name & Brief Description							
<i>A. Organization of activity</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.Activities begin promptly.							
2.There are enough materials and supplies for the number of youth participating.							
3.Activity time is free from interruptions/distractions.							
Total average:							

<i>B. Nature of Activity</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.The activity is part of an ongoing project, activity series or curricular unit designed to promote specific skills/concepts over time.							
2.Activity is challenging, stimulates thinking.							
3.Activity offers youth choice and decision making.							
4.Activity offers youth opportunities to work collaboratively in pairs , groups or as part of a team.							
Total average:							

<i>C. Staff Promote Youth Engagement & Stimulate Thinking</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.Staff are energetic, enthusiastic, and/or upbeat.							
2.Staff help spark and sustain youth's interest/curiosity throughout the activity or activities.							
3.Staff are actively engaged in activities with youth.							
4. Staff encourage youth to share control, responsibility, and decision-making.							
5. When providing assistance to youth, staff help youth think through problems/questions rather than offering answers.							
6. Staff ask open-ended questions to facilitate youth reflection <i>during</i> the activity.							
7. <u>At the end of the activity period</u> , staff engage youth in a structured time for feedback and reflection on the activity.							
Total average:							

<i>D. Staff Positively Guide Youth Behavior</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Staff closely supervise youth and activities.							
2. Staff consistently use a neutral (or positive) tone of voice.							
3. Staff treat youth respectfully, and assume best intentions.							
4. Staff are able to quickly and positively gain youth's attention and cooperation when needed.							
5. Staff are flexible in their management of youth.							
6. <u>When youth behavior is inappropriate</u> , staff use simple reminders to redirect behavior.							
7. <u>When addressing behavioral issues</u> , staff use time-out, loss of privileges and other consequences sparingly.							
Total average:							

<i>E. Staff Build Relationships & Support Individual Youth</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Staff engage in friendly verbal exchanges with youth.							
2. Staff encourage individual youth.							
3. Staff exhibit appropriate, professional conduct around youth.							
4. Staff listen actively, attentively and patiently to youth.							
5. <u>When youth ask for help</u> , staff provide individualized assistance to youth.							
6. <u>When an individual youth is having a problem or is upset</u> , staff pay attention to try to help him/her.							
Total average:							

<i>F. Youth Relations with Adults</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.Youth show interest in staff; seek out positive contact/interactions.							
2.Youth are cooperative with staff's requests or directions.							
3.Youth listen attentively to staff.							
Total average:							

<i>G. Youth Participation in Activity Time</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1.Youth are busy and engaged in conversation or activities.							
2.Youth follow program rules and behavioral expectations.							
3. Youth appear calm and in control of themselves.							
4.Youth help select, lead or contribute to the running of the activity.							
5.Youth are cognitively engaged and/or focused on solving problems.							
Total average:							

<i>H. Peer Relations</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Peer interactions have a positive affective tone; youth appear to enjoy each other's company.							
2. Youth listen to each other.							
3. Youth cooperate with each other.							
Total average:							

VI. PICK UP TIME *N/A for High School*

Observed Partially Observed Not Observed

<i>A. Pick Up Time Items</i>	Rater 1	Rater 2	Rater 3	Rater 4	Average	Areas of Strength	Recommendations
1. Staff greet/acknowledge family members when they come to pick up children/youth.							
2. Staff engage in friendly verbal exchanges (i.e. chat) with family members who come to pick up youth.							
3. Staff acknowledge youth when they leave.							
Total average:							

Notes

Action Plan

APT Section to Improve <i>(i.e. Arrival Time, Transition Time, Activity Time etc.)</i>	Key Action Steps (strategies most likely to succeed)	Who will do it? (assign tasks)	What resources will be needed?	When will we do this? (timetable)	Outcomes desired (what will change as a result of these measures)