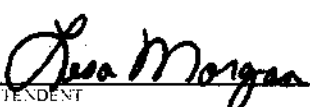



THE SCHOOL DISTRICT OF ESCAMBIA COUNTY CURRICULUM AND INSTRUCTION SCHOOL BOARD AGENDA EXECUTIVE SUMMARY		Item Number: V.b.1. F.1.	
TITLE Cooperative Agreement Between the School Board of Escambia County, Florida and Big Brothers Big Sisters of Northwest Florida		SUBMITTED BY Lesa Morgan, Director, High School Education	
PERIOD OF GRANT/CONTRACT REQUEST August 20, 2019-June 30, 2020	FUNDING SOURCE N/A	PROJECT COORDINATOR AND DEPARTMENT Lesa Morgan, Director, High School Education	
AMOUNT OF FUNDING REQUEST <i>Is amount more, less or same as last year?</i> N/A	TOTAL PROJECT <i>Is the amount more, less or same as last year?</i> N/A		
PURPOSE The School Board of Escambia County, Florida and Big Brothers Big Sisters of Northwest Florida agree to consolidate resources to implement the "School To Work" program.			
IMPLEMENTATION PLAN Program will target male and female students in grade 11 who will be matched their junior and senior year (two years) with a mentor from a corporate partner. Volunteer mentors will meet monthly with students to help strengthen academic skills, encourage conflict resolution, encourage positive interpersonal skills, teach effective study skills, nourish self-confidence and foster an appreciation for goal setting while exposing the students to a professional work environment and industry-specific training and experiences.			
PARTICIPATING SCHOOLS/AGENCIES Selected Escambia County high schools to be determined			
ACTION REQUIRED Board Approval			
STRATEGIC ALIGNMENT - <i>Include Pillar, Goal and Measurable Objective as outlined in the current Strategic Plan.</i> PILLAR: Quality GOAL: GOAL Q.1: To increase rigor at all levels MEASURABLE OBJECTIVE: Q.1.1. Increase the percentage of students making a learning gain on the statewide standardized assessments.			
DIRECTOR 		DATE 8/6/19	
ASSISTANT SUPERINTENDENT 		DATE 8/2/19	DATE OF BOARD APPROVAL

Revised: January 2019 -

Retention: 5 years

COOPERATIVE AGREEMENT
BETWEEN
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA
AND
BIG BROTHERS BIG SISTERS OF NORTHWEST FLORIDA

THIS AGREEMENT ("Agreement") is entered into by and between THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA, hereinafter referred to as "Board" or "District" and BIG BROTHERS BIG SISTERS OF NORTHWEST FLORIDA on August 20, 2019.

WHEREAS, Big Brothers Big Sisters of Northwest Florida has agreed, through the "School to Work" program, to cultivate and prepare qualified students to enter post-secondary educational or vocational tracks and/or the workforce during/upon completion of high school by matching the youth with volunteer adult mentors working for participating corporate and community business partners to teach the youth about the specific business and industry occupations and encourage them to remain in high school, graduate, and plan next steps; and

WHEREAS, Big Brothers Big Sisters of Northwest Florida will target male and female participants in the 11th (eleventh) grade who will be matched their junior and senior year with a mentor from a corporate partner; and

WHEREAS, volunteer mentors will meet once a month during school hours from 8:00 a.m. to 1:00 p.m. and help their student by strengthening academic skills, encouraging conflict resolution, encouraging positive interpersonal skills, teach effective study skills, nourish self-confidence and foster an appreciation for goal setting while exposing the students to a professional work environment and industry-specific training and experiences; and

WHEREAS, expected outcomes of the program include, but are not limited to, improvements in the following areas: grades, attendance, behavior, social skills, study habits, and the likelihood participants will apply and attend post-secondary or vocational education.

NOW, THEREFORE, BE IT RESOLVED, that the following is understood between the parties:

Big Brothers Big Sisters of Northwest Florida agrees to:

1. provide a Bachelor's level, level two (2) screened case management staff who will oversee the program and remain on-site for the workplace mentoring day.
2. complete service delivery components with mentors and youth – orientation, intake, assessment, matching, training, support, activities and evaluation.
3. provide level two (2) screening and fingerprinting of all workplace site mentors.
4. facilitate one-to-one student and volunteer matching.

5. support the relationship throughout the length of the match.
6. recruit workplace corporate partners from the community.
7. conduct assessments of youth and families.
8. maintain a log of volunteer activities associated with this project.
9. be responsible for funding all supplies, training, marketing and any other expenses in support of the program.
10. reimburse the District for transporting students to and from the workplace site at a rate of seventy (\$70.00) dollars/hour with a minimum of two (2) hours each day, not to exceed five (5) hours each day.
11. provide breakfast and lunch for students during the workplace mentoring day.
12. track program outcomes and prepare project evaluations and reports.

School Board of Escambia County, Florida agrees to:

1. provide pertinent information, if available, on youth in the program regarding academic performance, attendance, behavior, suspensions, expulsions, and teacher's comments with a release of information signed by the parent and/or guardian.
2. assign a school liaison to provide the program referrals for participation.

The attached Addenda entitled "ESCAMBIA SCHOOL DISTRICT PUBLIC RECORDS ADDENDUM" and "ESCAMBIA SCHOOL DISTRICT RISK MANAGEMENT ADDENDUM (REGULAR)" are hereby agreed to and incorporated herein by reference.

COOPERATIVE AGREEMENT
BETWEEN
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA
AND
BIG BROTHERS BIG SISTERS OF NORTHWEST FLORIDA

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized agents to be effective August 20, 2019 through June 30, 2020.

THE SCHOOL BOARD OF
ESCAMBIA COUNTY, FLORIDA

BY: _____
Patricia Hightower, Chair

ATTEST: _____
Malcolm Thomas, Superintendent

BIG BROTHERS BIG SISTERS OF
NORTHWEST FLORIDA

BY: _____
Paula Shell, Chief Executive Officer

APPROVED FOR LEGAL CONTENT
FOR August 2019 AGENDA

JUL 29 2019

GENERAL COUNSEL
ESCAMBIA COUNTY SCHOOL BOARD

ESCAMBIA SCHOOL DISTRICT PUBLIC RECORDS ADDENDUM

CONTRACTOR'S RESPONSIBILITY FOR COMPLIANCE WITH CHAPTER 119, FLORIDA STATUTES. Pursuant to Section 119.0701, F.S., CONTRACTOR agrees to comply with all public records laws, specifically to:

A. Keep and maintain public records required by the School Board to perform the service.

1. The timeframes and classifications for records retention requirements must be in accordance with the General Records Schedule GS1-SL for State and Local Government Agencies and GS7 for Public Schools. (See <http://dos.mvflorida.com/library-archives/records-management/general-records-schedules>)

2. Records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business with the School Board. Contractor's records under this Agreement include but are not limited to supplier/subcontractor invoices and contracts, project documents, meeting notes, emails and all other documentation generated during this Agreement.

B. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law. If a Contractor does not comply with the School Board's request for records, School Board shall enforce the provisions in accordance with the contract.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to School Board.

D. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the Contractor or keep and maintain public records required by the School Board to perform the service. If the Contractor transfers all public records to the School Board upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon the completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records kept electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the SCHOOL BOARD.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE SCHOOL BOARD OF ESCAMBIA COUNTY, CUSTODIAN OF PUBLIC RECORDS AT (850)469-6131, NROSS@ESCAMBIA.K12.FL.US, OR 75 NORTH PACE BLVD., PENSACOLA, FL 32505.

A Contractor who fails to provide the public records to the School Board within a reasonable time may also be subject to penalties under Section 119.10, Florida Statutes.

Approved:



Donna Sessions Waters
General Counsel
Escambia County School Board
75 North Pace Blvd.
Pensacola, FL 32505
02/21/2017

Initials of Each Signatory:

ESCAMBIA SCHOOL DISTRICT RISK MANAGEMENT ADDENDUM (REGULAR)

Anything in the foregoing agreement to the contrary notwithstanding, each Signer thereof (other than the School Board, the Superintendent of Schools, the School District, their officers, agents and employees) hereby agrees to:

A. HOLD HARMLESS/INDEMNIFICATION AGREEMENT:

1. Save and hold harmless, pay on behalf of, protect, defend, and indemnify the School Board, (including the Superintendent of Schools, the School District, their officers, agents, and employees) from and against any demand, claim, suit, loss, expense, or damage which may be asserted against any of them in their official or individual capacities by reason of any alleged damage to property, or injury to, or death of any person arising out of, or in any way related to, any action or inaction of the Signer (including its sub-contractors, officers, agents, and employees) in the performance or intended performance of this agreement, or the maintenance of any facility, or the operation of any program, which is the subject of, or is related to the performance of this agreement. The obligations of the Signer pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the Signer.

B. REQUIRED INSURANCE:

1. Maintain, keep in full force and effect during the term of this agreement and any extensions and renewals thereof, and furnish to the undersigned good and sufficient evidence of general liability and auto liability insurance in an amount not less than \$1,000,000 with an insurance company rated not lower than "A" by A. M. Best and Company. The School Board shall be named as an additional insured. The policy and evidence of such insurance shall be endorsed so as to provide coverage for all liability hereby contractually assumed by the Signer and a copy thereof shall be delivered to the undersigned before beginning performance of this agreement. Such insurance shall not be subject to cancellation, non-renewal, reduction in policy limits or other adverse change in coverage, except with 45 days prior written notice to the School Board, which notice shall be given by U.S. Certified Mail with return receipt requested to the undersigned. No other form of notification shall relieve the insurance company, or its agents, or representatives of responsibility.
2. If this agreement involves performance by officers, employees, agents or sub-contractors of the Signer, the Signer shall also maintain, keep in full force and effect during the term of this agreement and any extensions and renewals thereof, and furnish to the undersigned good and sufficient evidence of workers' compensation insurance in the amount required by Florida Statutes Chapter, 440, and Employer Legal Liability Insurance in the amount of \$100,000.

Approved:
Signer:

Initials of each
Signer:



Kevin T. Windham, CFE, CSRM,
Director-Risk Management
Escambia School District
75 North Pace Boulevard
Pensacola, FL 32505

04/18/11 Page 1 of 1