

AGENDA REQUEST
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Meeting Date 1/18/05	Open Agenda Yes ___ No X	Time Certain Request Yes ___ No X	Agenda Item Number F-1
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TITLE:

Continuation of the Even Start Family Literacy Program

REQUESTED ACTION:

Approve the continuation of the Even Start Family Literacy Program with the Florida Department of Corrections.

SUMMARY EXPLANATION AND BACKGROUND:

The Florida Department of Corrections funds the Even Start Family Literacy program operated by the Career, Technical, and Adult/Community Education (CTACE) Department. The program provides academic instruction, parenting skills, training, intergenerational activities and life management skills for inmates and their children. It affords the opportunity for incarcerated parents to be involved in their children's education despite confinement. Parents with children under the age of eight are served at Broward Correctional Institution and Hollywood Work Release Center, located in Pembroke Pines. Since the inception of the program, over 1,300 persons have been served including children, parents and caregivers.

The Career, Technical, and Adult/Community Education Department have been administering the Even Start Family Literacy Program for the Florida Department of Corrections since 1995. The annual cost to administer the program is \$109,751. The School Board is being reimbursed for the total cost from the Florida Department of Corrections.

SCHOOL BOARD GOALS:

- Goal One: All students will achieve at their highest potential.
- Goal Two: All schools will have equitable resources.
- Goal Three: All operations of the school system will demonstrate best practices while supporting student achievement.
- Goal Four: All stakeholders will work together to build a better school system.

FINANCIAL IMPACT:

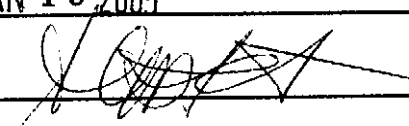
The financial impact is \$109,751. The source of funds is The Florida Department of Corrections. The district's contribution is included in the CTACE budget.

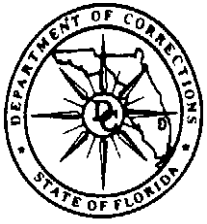
EXHIBITS: (List)

1. Florida Department of Corrections Letter
2. Florida Department of Corrections 2004-2005 Even Start Family Literacy, Project Award Notification

BOARD ACTION: APPROVED <small>(For Official School Board Records' Office Only)</small>	SOURCE OF ADDITIONAL INFORMATION: John J. Miracola (754) 321-2647 Frank Vodolo (754) 321-2130 Name Phone
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THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
 Curriculum & Instruction/Student Support
 Dr. Earlean C. Smiley, Deputy Superintendent

Approved in Open Board Meeting on: JAN 18 2005
 By:  School Board Chair



FLORIDA
DEPARTMENT of
CORRECTIONS

Governor
JEB BUSH

Secretary
JAMES V. CROSBY, JR.

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2601 Blair Stone Road • Tallahassee, FL 32399-2500

<http://www.dc.state.fl.us>

November 29, 2004

Dr. Frank L. Till, Jr.
Superintendent of Schools
Broward County Public Schools
600 Southeast 3rd Avenue
Ft. Lauderdale, Florida 33301

Dear Dr. Till:

This letter is to notify you that on November 8, 2004, the Department of Corrections received written approval for your \$109,751 Even Start Family Literacy sub-grant, for the period of July 22, 2004 through June 30, 2005, from the Department of Education. Details of the sub-grant are as follows:

Grant Amount Funded:	\$109,751.00
Grant Number:	05-97 ESBC
Grant Period:	July 22, 2004 – June 30, 2005

The funds will be distributed on a cost reimbursement basis.

- A. Monthly expenditures must be submitted to the Department of Corrections, Bureau of Program Services, for the preceding month's disbursements.
- B. June 30, 2005, is the last date for incurring expenditures and issuing encumbrances.
- C. August 2, 2005, is the last date that all obligations must be liquidated and a final FA-399 Project Budget Summary and Disbursement Report, submitted to the Department of Corrections, Bureau of Program Services, 2601 Blair Stone Road, Tallahassee, Florida 32399-2500. Copies must be sent to the Bureau of Finance and Accounting.

This grant and any amendments are subject to the procedures outlined in the Project Application Amendment Procedures for Federal and State Programs (The Green Book) and the General Assurances for Participation in Federal and State Programs, 34 CFR Part 80, OMB Circular A-87, OMB Circular A-102, and OMB Circular A-133.

Sub-grantees are required to comply with all relevant post-award requirements as outlined in Title 34, Part 80, of the Code of Federal Regulations, including but not limited to Sec. 80.42.

Dr. Frank L. Till, Jr.
Superintendent of Schools
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Services and program implementation guidelines are described by the enclosed grant submitted to the Department of Education by the Department of Corrections. Participation in all aspects of program development including, but not limited to, the mandatory attendance at all Board of Governance meetings by the district's lead teacher, parent/home educator and district grant administrator is required. The submission of class rosters, equipment inventories, data collection forms, and evaluation components is required and shall be maintained by both the Department of Corrections and the Broward County Public School District. Failure to comply with any and all aspects can result in withdrawal of funding. Any adjustments to current budget detail must be submitted via grant amendment to the Department of Corrections, Bureau of Program Services for approval prior to the adjustments being made.

I extend my best wishes to you for continued success with the implementation of the Even Start Family Literacy Program.

Sincerely,



Franchatta J. Barber
Deputy Assistant Secretary of Programs

FJB/ajk

Attachments

cc: Bernard Cohen, Bureau of Program Services
Sharon Kraus, Bureau of Finance and Accounting
Lilli Copp, Partnership for School Readiness
John J. Miracola, Broward County School District
Neeta Rancourt, Broward County School District

Dr. Frank L. Till, Jr.
Superintendent of Schools
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BY SIGNATURE BELOW, THE UNDERSIGNED OFFICIALS BIND THEIR RESPECTIVE AGENCIES TO THE TERMS AND CONDITIONS OF THE SUB-GRANT REFERENCED HEREIN.

SUBGRANTEE:
**THE SCHOOL BOARD OF
BROWARD COUNTY SCHOOLS**
(Corporate Seal)

**STATE OF FLORIDA
DEPARTMENT OF CORRECTIONS**

SIGNED
BY: 

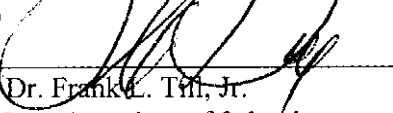
NAME: Stephanie Arma Kraft, Esq.
TITLE: Chairperson

DATE: 1/18/05

SIGNED
BY: 

NAME: James V. Crosby, Jr.
TITLE: Secretary, Department of
Corrections

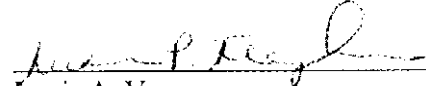

DATE: 12-9-04

SIGNED
BY: 

NAME: Dr. Frank L. Till, Jr.
TITLE: Superintendent of Schools

DATE: 1/18/05

APPROVED AS TO FORM AND
LEGALITY SUBJECT TO
EXECUTION BY THE PARTIES


for Louis A. Vargas
General Counsel
Department of Corrections 

**INSTRUCTIONS
PROJECT AWARD NOTIFICATION**

- 1 Project Recipient: Agency, Institution or Non-Government entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE 200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS # : Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated in to this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
 - Federal Cash Advance -On-Line Reporting required monthly to record expenditures.
 - Advance Payment - Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Reimbursement of Expenditures - Payment made upon submission of documented allowable expenditures.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 DOE Fiscal Data: A unique payment number assigned by the Department of Education.
- 12 Terms and Special Conditions: Listed items apply to this project.
- 13 Approved: Approval signature from the Florida Department of Education and date signature was affixed.