## AGENDA REQUEST THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Meeting Date			Agenda Item Number			
14040			F- I			
1/18/05	Open Agenda	Time Certain Request	<u> </u>			
	YesX_No	YesX_No				
TITLE						
1	TITLE:					
REQUESTED ACTION:	Continuation of the Even Start Family Literacy Program					
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						
hy the Career Technical, and Adult/Community Education (CIACE) Department. The program						
I provides academic instruction, parenting skills, training, intergenerational activities and the						
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						
nersone have bee	persons have been served including children, parents and caregivers.					
persons have been served including charactery parents and the served including						
The Career, Tech	nical, and Adult/Communit	y Education Department have b	een administering			
the Even Start Es	mily Literacy Program for t	he Florida Department of Corre	ctions since 1995.			
The annual cost	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:						
X • Goal One: All students will achieve at their highest potential.  • Goal Two: All schools will have equitable resources.						
• Coal Three: All operations of the school system will demonstrate pest practices while supporting student actievement.						
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 D	1. Florida Department of Corrections Letter					
2. Florida Department of Corrections 2004-2005 Even Start Family Literacy, Project Award						
	Notification					
		SOURCE OF ADDITIONAL INFORMATION:				
BOARD ACTION:		John J. Miracola	(754) 321-2647			
	APPROVED	Frank Vodolo	(754) 321-2130			
(For Official School Board R	tecords' Office Only)	Name	Phone			
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						
Approved in open	C[O, +1]					
	D.,,	V DADA ST	School Board Chair			
By:School Board Chair						
Revised July 31, 2003						

FT/Smiley/Vodolo/Miracola/Rancourt/Callenius



Governor JEB BUSH

Secretary JAMES V. CROSBY, JR.

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2601 Blair Stone Road • Tallahassee, FL 32399-2500

November 29, 2004

Dr. Frank L. Till, Jr.
Superintendent of Schools
Broward County Public Schools
600 Southeast 3<sup>rd</sup> 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. <u>Monthly</u> 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 <u>final FA-399 Project</u> 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 <u>Project Application</u> <u>Amendment Procedures for Federal and State Programs</u> (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 Page 2 of 3 November 29, 2004

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 Page 3 of 3 November 29, 2004

BY SIGNATURE BELOW, THE UNDERSIGNED OFFICIALS BIND THEIR RESPECTIVE AGENCIES TO THE TERMS AND CONDITIONS OF THE SUB-GRANT REFERENCED HEREIN.

STATE OF FLORIDA SUBGRANTEE: DEPARTMENT OF CORRECTIONS THE SCHOOL BOARD OF **BROWARD COUNTY SCHOOLS** (Corporate Seal) **SIGNED SIGNED** BY: NAME: James V. Crosby, Jr. NAME: Stephanie Arma Kraft, Esq. TITLE: Secretary, Department of TITLE: Chairperson T Corrections DATE: 1/18/05 DATE: 12-9 -04 APPROVED AS TO FORM AND **SIGNED** LEGALITY SUBJECT TO BY: **EXECUTION BY THE PARTIES** NAME: Or. Franker. Tiff. TITLE: Superintendent of Schools 🗸 🗅 Louis A. Vargas

General Counsel

Department of Corrections

## Florida Department of Education Project Award Notification

5	Project Aw	ard Notification			
1	PROJECT RECIPIENT	2 PROJECT NUMBER			
	Department of Corrections	708-2195A-5C001			
3	PROJECT/PROGRAM TITLE	4 AUTHORITY			
	William F. Goodling Even Start Family Literacy	CFDA # 84.213C			
	Program (Continuation)	Federal: Part B of Title I of the ESEA authorized in 1988 and			
	•	reauthorized under the "NCLB Act of 2001" Public Law 107-110			
	TAPS 5C028	and the LIFT Act as enacted b	y Public Law 106-554.		
5	AMENDMENT INFORMATION	6 PROJECT PERIODS			
	Amendment Number:				
	Type of Amendment:	Budget Period: July 22, 2004 - June 30, 2005			
	Effective Date:	Program Period: July 22, 2004 - June 30, 2005			
7	AUTHORIZED FUNDING	8 REIMBURSEMENT OPTION			
ĺ	Current Approved Budget \$ 537,079.00	Federal Cash Advance			
	Amendment Amount \$				
	Estimated Roll Forward \$	1			
	Total Project Amount \$ 537,079.00	<u> </u>			
9	TIMELINES				
ŀ	Last date for incurring expenditures and issuing purchase orders:  June 30, 2005				
İ	Date that all obligations are to be liquidated and fina	I dispursement reports submitte	ed: August 20, 2005 June 30, 2005		
	Last date for receipt of proposed amendments: Refund date of unexpended funds: mail to DOE Com	entroller 325 W. Coines Street			
	944 Turlington Building, Tallahassee, Florida 323	iptroffer, 323 w. Games Sueet,	•		
	Date for program report: mail to appropriate program	777-0400;			
<del>                                     </del>	DOE CONTACTS	i omice.	11 DOE FISCAL DATA		
10		Comptroller's Office	II DOEFISCAL DATA		
	Phone: (850) 245-0478/(904) 794-9112	(850) 245-0401	DBS: 409040		
	Email: Cathy.Bishop@fldoe.org/Lilli.Copp@s	• •	EO: 95		
ļ	Grants Management: Unit C (850) 245-0498	onconcutations of B	Object: 720000		
<u> </u>	_				
i	TERMS AND SPECIAL CONDITIONS  This project and any amendments are subject to the proceed	luna maliand in the Decises Apoli	estion and Amendment Dropodyron for		
•	Federal and State Programs (Green Book) and the General	Assurances for Participation in Fe	ederal and State Programs		
[	rederal and State Programs (Green Book) and the General	Assurances for Tacticipation in T	occiar and blanc 1 1 ogranis.		
	For federal cash advance projects, monthly expenditures m	nust be submitted to the Comptroll	er's Office by the 20th of each month		
]	for the preceding month's disbursements utilizing the On-L	ine Disbursement Reporting Syste	em.		
	A report of project outcomes will be due to the BEESS on	March 31, 2005. This report shot	uld reflect the status of the project in		
	meeting the identified goals and objectives as determined by the project evaluation measures and criteria.				
	]				
-			THE A		
122	ADDDOMED				

DOE 200 / Revised 08/04

Authorized Official on Wehalf of John L. Winn Commissioner of Education

## INSTRUCTIONS PROJECT AWARD NOTIFICATION

- 1 Project Recipient: Agency, Institution or Non-Government entity to which the project is awarded.
- 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.
- Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 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.
- DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 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.

DOE 200 Revised 08/04