

Draft: 4-3-14

Memorandum of Intent

Between

The Norwalk Public School District

And

The South Norwalk Community Center

“After-the-Bell Program”

Introduction

The Norwalk Public School District currently serves more than 500 students who reside in the attendance zone known as “District #99”, in South Norwalk, CT. This area encompasses one of 17 neighborhoods in the City, spanning from Interstate 95 to the north, West Avenue/Dr. Martin Luther King Drive to the west, the Norwalk River to the east, and Bell/Gove/Burritt/Mack to the south.

District #99 students have no “home school” within these boundaries. Without an established home school designated for these children, these families must often wait beyond the March 17th registration date, in order to register their children for Kindergarten, which only happens after the number of “open and available” kindergarten spaces in other school districts are determined. Sometimes, this means that families must wait to register their children until June, and even as late as the end of July.

As a result, children and families of District #99 attend more than 8 different schools, and the majority of those students are required to be transported to school by First Student school busses. A typical day for a child from School #99 begins with a “bus pick-up” at 8:00AM and a return home at 4:15PM.

District #99 students, most of whom do not live in close proximity to their new school, cannot take advantage of ‘after-school’ programs provided by the schools that they are attending, if there is no late bus or appropriate transportation provided. In addition, parent involvement is stymied because of the travel distance and the fact that many families must also take public transportation or taxi cabs in order to visit their child’s school.

District #99 students also face many challenges that education service providers need to be prepared to address. Their access to varied learning opportunities is limited, and many students require skilled staff prepared to teach the increasing number of English Language learners.

Norwalk Public Schools seeks to create additional learning spaces for children who reside in District #99, as well as for children who live in and around the South Norwalk area.

Intent

Therefore, the “Intent” of the Norwalk Public School District and of the South Norwalk Community Center is:

To establish a quality “After the Bell” Learning Center that will operate four (4) days during the week and on Saturday mornings. This satellite site expansion of Norwalk’s existing “After the Bell” program will serve Title I eligible students residing in the #99 school attendance zone with more time for learning each week (10-11 hours of additional learning time).

The new “After the Bell” Learning Center at SNCC will be staffed and operated by Norwalk Public Schools, and will provide more time for learning experiences for our children.

- NPS will provide Educational Program oversight and management;
- NPS will provide instructional materials for the program;
- NPS will provide a Site Coordinator (5 days @ 3 hours per day);
- NPS will provide Childcare staff (4 days @ 2 hours per day and one day @ 3 hours per day);
- NPS will provide snacks.
- Program description and budget is attached as Appendix I.

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- SNCC will provide 4,000 Sq. Ft. pro-bono space;
 - SNCC will provide general liability insurance for the building;
 - SNCC will provide building security;
 - SNCC will arrange for use of a portion of the playground and Ryan Park;
 - SNCC will provide other services as agreed upon by the parties.

Children returning home to their District #99 residence will be able to walk to the Learning Center within close proximity OR a new “stop” will be established for school busses returning to South Norwalk, and parents will be able to walk to the Center to pick up their children at 5:30 or 6:00PM.

We seek to open the SNCC “After the Bell” Program in the Fall of 2014.

It is the intent of the Norwalk Public School District to locate the *“After the Bell” Program* at the SNCC.

It is also the intention of Norwalk Public Schools to expand the *“After the Bell” Program* in at least one additional site other than SNCC for the 2014-15 school year or subsequent to the opening of the SNCC site in 2015-16.

The South Norwalk Community Center is in the heart of the area serving District #99 school students.

The South Norwalk Community Center is known to the many parents and families of children currently attending Norwalk Public Schools as District #99 students.

The South Norwalk Community Center currently provides services to families, including, but not limited to:

- Social Services Case Management
- Health Clinic, Health and Wellness Seminars, Exercise Classes
- Adult Education, Native Language Literacy, SAT Preparation
- Voter Registration
- Music, Dance, Art and Recreation
- Family Fridays

Understandings

Norwalk Public Schools will provide the following:

- Site leadership and coordination for the After-the Bell Program;
- Teachers and support staff;
- Human Resources support with recruitment, screening and selection of teachers and other staff;
- Curriculum and related instructional resources;
- Professional development and training;
- Technology services;
- Insurance and applicable permits for school programs;
- Contractual Services.., i.e., custodial, clerical, nurse services, food service, transportation, etc;
- Other services and fees to be negotiated.

South Norwalk Community Center will provide the following:

- 7,500 ft² pro-bono space

- South Norwalk hub for district access to increased community collaborations and improved parent engagement
- General liability insurance for building
- Building security
- Public/private partnership for increased funding support
- Use of a portion of playground and Ryan Park
- Adult and youth multilingual volunteers
- Adult and youth art, music, dance, education, health/wellness-nutrition, recreation, and social service case management wrap-around programs
- Possibility for expanded facility

By: _____

By: _____

Manuel J. Rivera
Norwalk Public Schools

Marina Forero-Ferrandino
South Norwalk Community Center

Date

Date

Appendix Item I

<u>Salaries & Personal Services</u>		
	Site Coordinator (1) - 5 days per week (M-TH,Sat) @ 3hr per day @ 35/hr.	\$ 23,940
	Childcare Staff (4) 5 days a week, (2 hrs/day M-TH and 3 hrs on Sat) @ \$16-\$20/hr.	\$ 31,680
	(2) Certified Teachers 5 days per week, 2 hrs/day and 3hrs on Saturdays@ \$47/hr.	\$ 37,224
	Parent Night - In Kind (Grace Baptist Church)	\$ -
	Outside enrichment - music, art (2 classes of art and 2 classes of music per week @\$20/class	\$ 3,200
		\$ 96,044
<u>Supplies/Snacks</u>		
	Snacks - 40 kids	\$ 1,175
	Instructional Supplies	\$ 1,500
		\$ 2,675
	TOTAL EXPENSE	\$ 98,719