



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

| Fiscal Years                            | 2014                      | 2015     | 2016     | 2017     | 2018     |
|---|---------------------------|----------|----------|----------|----------|
| Capital Expenditures                    | _____                     | _____    | _____    | _____    | _____    |
| Operating Costs                         | _____                     | _____    | _____    | _____    | _____    |
| External Revenues                       | _____                     | _____    | _____    | _____    | _____    |
| Program Income (County)                 | _____                     | _____    | _____    | _____    | _____    |
| In-Kind Match (County)                  | _____                     | _____    | _____    | _____    | _____    |
| Net Fiscal Impact                       | <u>0</u> <i>See below</i> | <u>0</u> | _____    | _____    | _____    |
| # ADDITIONAL FTE POSITIONS (Cumulative) | <u>0</u>                  | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

Is Item Included In Current Budget? Yes \_\_\_ No X  
 Budget Account No: Exp: Fund \_\_\_ Department \_\_\_ Unit \_\_\_ Object \_\_\_  
 Rev: Fund \_\_\_ Department \_\_\_ Unit \_\_\_ Revenue Source \_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

\* There is no fiscal impact associated with this agenda item. Youth Affairs is responsible for the general maintenance and cleaning of the Highridge facility. This service is already provided by Youth Affairs. The contract refers to 2013/2014, however the Norton Museum's fiscal year starts October 1<sup>st</sup>, the same as the County.

**C. Departmental Fiscal Review:** Stephanie Sejnoha  
 Stephanie Sejnoha, Director of Finance & Admin. Services

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

Susan Neary 10/8/13  
 OFMB *AM* 10/7/13  
Dr. J. Jacobson 10/15/13  
 Contract Development and Control  
 10-15-13 *Stecher*

**B. Legal Sufficiency:**  
Barbara E. Kelly 10/14/13  
 Senior Assistant County Attorney

**C. Other Department Review:**  
 \_\_\_\_\_  
 Department Director

**THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT**

# Norton Museum of Art

## Norton PACE Agreement Form: 2013/2014 (Progressive After School Arts Community Education)

This AGREEMENT dated 7/10/13 is made by and between the Norton Museum of Art and Palm Beach County, a Political Subdivision of the State of Florida. In consideration of the mutual promises contained herein, the Parties agree as follows:

**Norton PACE Site:** Highridge Family Center

**Partner Organization:** Palm Beach County (Highridge Family Center)

Student ages: 11-16

Class day: Tuesday

Time: 6:00 PM – 8:00 PM

Instructor: Britt Feingold

Average Class Size: 8-10

Potential Audience: 75 (based on fiscal year)

### **BACKGROUND**

Norton PACE (Progressive After School Arts Community Education), developed in 1991, is a community-based partnership that offers creative arts activities to at-risk children in underserved neighborhoods in our area. Each year, the Norton serves approximately 1000 students through ongoing PACE programs. The goals of PACE are to benefit children by:

- Fostering creativity and stimulating critical thinking skills for underserved youth in a safe, supportive afterschool environment;
- Offering students an in-depth exposure to the media and traditions of the visual arts through multicultural art projects and museum visits;
- Enriching afterschool program offerings at for children considered underserved who live in disadvantaged neighborhoods in Palm Beach County.

PACE classes are free and open to all children ages 5-18 who live in the neighborhoods served by each site. The program has thrived through the years, becoming a national model for arts outreach initiatives.

### **VISION**

The vision of Norton PACE is to provide a significant after school arts experience that affords a safe, consistent, and structured environment for children whose lives are often deprived of structure. The second component of the program is to present dynamic, caring role models to help children develop positive self-images through positive achievement. The program seeks to expand the students' world by exposing them to multicultural and arts-integrated history, music,

and literature themes, and ideas as well as to the visual arts. It is the Norton Museum of Art's joy and responsibility as an arts institution to provide this service to the community.

### **MUSEUM RESPONSIBILITIES**

- The Norton Museum of Art recruits trained professionals as Norton PACE instructors, pays their salaries, and provides materials and guidelines for all projects. Every effort is made to hire instructors from within the community in order to foster the ideals of community involvement and mentoring.
- The Norton Museum of Art will perform a formal and informal background check prior to installing any instructor or assistant in a site. The formal background check is limited to Florida state and criminal reports, with information obtained directly from the Florida Department of Law Enforcement (FDLE).
- The Norton Museum of Art provides a two-hour art class up to three days per week for participants between the ages of 5 and 18 at a designated site. The partner organization contact and the Norton Museum of Art will determine the number of classes per week at each site.
- The Norton Museum of Art provides training sessions for the Norton PACE instructors on a biannual basis that cover relevant issues regarding teaching underserved youth.
- The Norton Museum of Art oversees and provides direction for the Norton PACE instructors and assistant instructors.
- The Norton Museum of Art provides participants complimentary transportation, admission, tours and lunch at the Norton Museum three times per year.
- Norton PACE staff annually conducts interviews and site assessments at each of the facilities. Written assessments of instructors, visiting artists, site partners, parents and students enable the program to change and improve the learning/ teaching environment. Annual meetings are held with site partners in order to discuss changes in program procedures and issues raised by assessments.

### **PARTNER ORGANIZATION RESPONSIBILITIES**

The Education Department at the Norton Museum of Art and the Norton PACE instructors work in conjunction with local established organizations within the community to maximize the Program's effectiveness.

- The Partner Organization provides and operates a facility where the Norton PACE classes are held.
- The Partner Organization is responsible for the general maintenance and cleaning of the facility.
- The Partner Organization provides an operating and easily accessible telephone or an on-site staff person during Norton PACE class times.

- The Partner Organization provides a security radio and/or regular rotation of security offices by the facility when a telephone or partner organization staff person is not available.
- The Partner Organization provides a schedule of the facility's activities, including meetings by other groups using the site.
- The Partner Organization will nominate one staff person to serve as primary contact between Norton PACE staff and the partner organization. Norton PACE will be notified about this contact prior to the opening of the Norton PACE class.

**Contact:**

**Name:** Heli Nirkkonen                      **Title:** Residential Counseling Coordinator  
**Tel.:** 561-625-2540                      **Email:** hnirkkonen@pbcgov.org

- The Partner Organization contact agrees to participate in annual meeting to discuss changes in procedures and discuss concerns raised in program assessment. Contact will also participate in any emergency meetings, as needed.
- The Partner Organization will assist the Norton in the distribution of surveys to Parents/Guardians of children participating in PACE.

**IN WITNESS WHEREOF**, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Agreement on behalf of the COUNTY and Norton Museum of Art/PACE Program has hereunto set its hand the day and year above written.

**NORTON MUSEUM OF ART**

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

By: Glenn Tomlinson  
 Glenn Tomlinson,  
 William Randolph Hearst  
 Curator of Education

By: Vincent J. Bonvento  
 Vincent J. Bonvento,  
 Director of Public Safety

**NORTON MUSEUM OF ART**

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY-**

By: Marcena H. Koch  
 Marcena Koch,  
 Assistant Curator of Education

By: Erin D. Edlberg  
 Assistant County Attorney

**APPROVED AS TO TERMS  
AND CONDITIONS**

By: Tommy Young, Ph.D.  
 Division of Youth Affairs/High Ridge Family Center