

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: October 20, 2015 ☒ Consent ☐ Regular
 ☐ Ordinance ☐ Public Hearing

Department
Submitted By: Youth Services Department

Submitted For: Residential Treatment & Family Counseling Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: agreement with the Norton Museum of Art, Inc. for the period October 1, 2015 through September 30, 2016 to provide after school arts community education for at-risk youth attending the Highridge Family Center at no cost to the County.

Summary: Highridge Family Center has been selected by the Norton Museum of Art as one of four sites to participate in the PACE program for FY2015-2016. The PACE program provides free weekly art classes to at-risk youth by a local professional artist. In exchange for art classes conducted at Highridge, County staff must assist with the annual assessment of the program and the instruction artist, as well as be responsible for the general maintenance and cleaning of the meeting room. There are no costs associated with this agreement. Resolution number R2013-0309 authorizes the County Administrator or designee to execute any Agreements, or amendments with the Norton Museum of Art for educational art classes or programs at the Highridge Family Center on behalf of the Board of County Commissioners. Countywide (HH)

Background and Policy Issues: The Norton Museum of Art PACE program is a community based partnership that offers creative arts activities to at-risk children in underserved neighborhoods in an effort to foster creativity and stimulate critical thinking skills in a supportive after school environment at no charge to the partnering organizations. The Norton Museum of Art performs a background check through FDLE prior to installing any instructor on site. Classes are held once per week for 2 hours throughout the year.

Attachments:

1. Original Norton Museum of Art PACE Agreement Form: 2015-2016

Recommended by: James E. [Signature] for Tammy Tiel/6/14/15
 Department Director Date

Approved by: Assistant County Administrator Date 10-16-13

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2015 | 2016 | 2017 | 2018 | 2019 |
|-------------------------|-------|--------------------|-------|-------|-------|
| Capital Expenditures | _____ | _____ | _____ | _____ | _____ |
| Operating Costs | _____ | _____ | _____ | _____ | _____ |
| External Revenues | _____ | _____ | _____ | _____ | _____ |
| Program Income (County) | _____ | _____ | _____ | _____ | _____ |
| In-Kind Match (County) | _____ | _____ | _____ | _____ | _____ |
| NET FISCAL IMPACT | _____ | * _____ | _____ | _____ | _____ |

ADDITIONAL FTE

POSITIONS (Cumulative) _____ 0 _____ 0 _____ 0 _____ 0 _____ 0

Is Item Included In Current Budget? Yes _____ No _____

Budget Account Exp No: Fund _____ Department _____ Unit _____ Object _____
Rev No: Fund _____ Department _____ Unit _____ Object _____

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

- * There is no fiscal impact associated with this approval of this item. The Highridge Family Center cost unit is responsible for the general maintenance and cleaning of the Highridge facility. This service is already provided by the Department. The contract refers to 2015/2016, however the Norton Museum's fiscal year starts October 1st, the same as the County.

Departmental Fiscal Review: *ok 9/23/15*
Michelle Dona

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

Shen Pm
9/23 OFMB *9/24/15*

Dr. S. Jacobson *10/13/15*
Contract Administration
Burke 10.13.15

B. Legal Sufficiency:

Heline Cruz
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

Norton PACE Agreement Form: 2015/2016
(Progressive After School Arts Community Education)

This AGREEMENT dated this 9th day of September, 2015 is made by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as the "County", and the Norton Museum of Art, Inc. 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: Erika Cespedes

Average Class Size: 8-10

Potential Audience: 75 (based on fiscal year)

The term of the Agreement shall be for one (1) year, commencing on October 1, 2015 through September 30, 2016.

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.
- The Norton Museum of Art warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

The Norton Museum of Art has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R2014-1421, as amended, or in the alternative, if the Norton Museum of Art does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that the Norton Museum of Art will conform to the COUNTY's non-discrimination policy as provided in R2014-1421, as amended."

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 officers 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

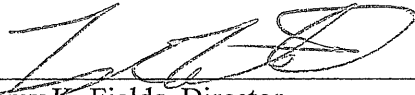
Email: hnirkkon@pbcgov.org

- 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.

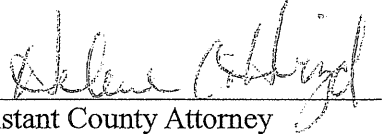
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IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Agreement on behalf of the COUNTY and Norton Museum of Art/PACE Program has hereunto set its hand the day and year above written.

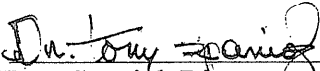
PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

By: 
Tammie K. Fields, Director
Youth Services Department


APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

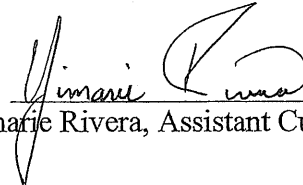
By: 
Assistant County Attorney

APPROVED AS TO TERMS
AND CONDITIONS

By: 
Dr. Tony Spaniol, Director of Residential
Treatment & Family Counseling
Youth Services Department

NORTON MUSEUM OF ART, INC.

By: 
Glenn Tomlinson,
William Randolph Hurst
Curator of Education

By: 
Yimarie Rivera, Assistant Curator of Education