21st Century Community Learning Centers  
FAMU SMART Academies

Scope of Work

*What is the name of the applicant agency and the 21st CCLC program?*

The Florida Agricultural & Mechanical University proposes to implement the 21st CCLC project-based learning program, *Science, Math, the Arts, Reading and Technology (SMART)* Academies, in partnership with Florida A&M University School (FAMU DRS).

*What populations will be served?*

The goals of SMART Academies are to offer afterschool and summer programming for students enrolled at FAMU DRS who: (1) are in grades 3-12, identified as low performing based on a score of Level 1 or Level 2 on the Florida Comprehensive Assessment Test (FCAT); (2) receive services through Exceptional Student Education (ESE) program; and (3) are identified as English Language Learners (ELL). In the event the number of students in the targeted grade levels (3–12) is less than the projected 100 participants, enrollment into SMART Academies will be extended to students in grades one and two who performance on the Stanford 10 is at or below 40%. FAMU SMART Academies intended contribution to the community to be served will include intergenerational activities for families of participating students that will enhance families' ability to facilitate academic achievement, personal growth and physical fitness.

*What schools will be targeted for services?*

The program will target students enrolled at FAMU DRS, grades one through twelve. FAMU DRS is a Title I eligible school with 63% of its population receiving or eligible to receive free and or reduced price meals. In addition, the academic performance of the school has continued to fall below proficient as evident by student performance on the Florida Comprehensive Assessment Test. After school and summer programming will be provided for students and their families.
**How many students will be served total and by site?**

The program will serve fifty (50) students, daily, Monday through Thursday. Intergenerational activities will be held each quarter in an effort to increase parental involvement and positively impact student performance. For students in grades 3-12, the following selection criteria will be used: (1) prior year FCAT score at or below Level 2 in reading and/or mathematics, (2) eligible for or enrolled in Exceptional Student Education (ESE) or (3) eligible for or enrolled in English Language Learner (ELL) program. For students in grades 1 and 2, a performance score at or below the 40 percentile on the Stanford 10 will serve as criteria for eligibility.

**What days per week and hours per day will the program operate (by site or all sites)?**

To facilitate student performance, socially and academically, the program will operate 146 days during the regular school year and 20 days during the summer. The regular school year program will run Monday through Thursday, from 3:00 pm – 6:00 pm. The summer program will operate Monday through Thursday, from 8:00 am – 2:00 pm. Four (4) SMART Saturdays are planned and will operate from 9:00 am – 1:00 pm.

**What services will be provided to students and adults?**

FAMU SMART Academies’ program design is to: (1) increase the number of African-Americans graduating from high school; (2) improve the academic performance of at-risk students, specifically in the areas of science, mathematics, reading and technology; and (3) facilitate at-risk students’ admission to college, with specific attention given to encouraging them to pursue a career in education. FAMU SMART Academies will offer academies that focus on the areas of science, mathematics, reading and technology. The Arts, visual, performing and culinary, will be infused into each academy session. SMART Academies will provide opportunities that will address the academic needs of the students through project-based activities, homework assistance, tutoring, field experiences and career exploration through job shadowing. Homework assistance and
tutoring will be provided by students enrolled at Florida A & M University’s College of Education and other colleges within Florida A & M University and members of the faculty at FAMU. FAMU SMART Academies intended contribution to the community to be served will include intergenerational activities for families of participating students that will enhance families’ ability to facilitate academic achievement, personal growth and physical fitness.

**What is the duration of the proposed activities (e.g., weeks, months)?**

The program proposes to implement four (4) project-based learning units during the 2013-2014 project year. Instruction will be provided by teachers holding Florida certification with support for instruction provided by students enrolled in college. Learning activities, facilitated and/or conducted by the certified teachers will occur for 1.5 hours each day during the regular school year and 3 hours per day during the summer. The program will begin in October 2013, or immediately upon receipt of the award notification from Florida Department of Education and will operate through July 2014.

**What is the staffing plan for the program (number of staff, ratios, etc.)?**

For the projection population of 50 students, the program will employ five (5) teachers and three (3) tutors for day to day activities to maintain a teacher student ratio of 1:10. The program will also employ a site coordinator to oversee operations and ensure quality. The project director will provide senior level supervision and will act as a liaison between the school and the university.

**Describe the facility.**

The FAMU SMART Academies activities will be housed at FAMU Developmental Research School (FAMU DRS). FAMU DRS will continue to provide facilities in support of any program that will increase the achievement of its students. The project has identified the site coordinator who is a trusted member of the faculty at FAMU DRS. The
program participants have immediate access to classrooms, restrooms, cafeteria and required technology.

**Describe how the facility is safe and easily accessible.**

SMART Academies program operates in a safe environment, supervised by well-trained and caring staff on the campus of FAMU DRS. All after school activities are held immediately at the close of school each day during the week and summer programming operates on the campus of FAMU DRS. (The program’s start times are staggered to accommodate the staggered ending times for the school.) The Site Coordinator will be visible and readily available throughout all activities. The facility has cameras and Sonitrol monitoring to ensure safety. The University Police Department also assists with campus safety by regularly patrolling the DRS area. Participants’ safety is ensured during on and off-site activities, as well as to and from the center. Student attendance documented at the beginning of the program and each participant must register by signing in. At initial registration, students will receive identification badges which must be worn at all times. Teachers/tutors in each session must take attendance. At the close of the program, students must also be signed out by the responsible adult listed on the enrollment form which must completed prior to student participation. Identification badges must be turned in so that they are available for the next day. Summer sessions follow the same procedures. For off-site and/or extra-curricular activities, participants are provided an identification t-shirt so that they can be easily recognized. Shirts must be worn to all off-site activities. Attendance is taken prior to departure, upon arrival at destination, upon departure from destination and upon arrival after the field experience. Further, teachers/tutors are assigned small groups of participants for which they will serve as chaperones while on the experience. All persons employed and/or contracted to provide services through SMART Academies will be required to obtain Level 2 clearance in accordance with the *Jessica Lunsford Act*. Clearance documentation are
maintained by the Site Coordinator. Criminal background checks will be the fiscal responsibility of the individual seeking employment. Individuals will not be employed nor contracted without such clearance. All positions will be advertised with job requirements, including licensure and certification, clearly indicated. In the case where more than one person makes application, an interview committee will be established to select the best qualified candidate for the position. Prior to selection and/or interview, all licensure/certification will be reviewed. References will be called upon the selection of an applicant but before hire. Only persons properly certified, where applicable, will be hired. Students currently attending the target school must be transported to school via personal vehicle, public transportation or school bus. It is anticipated that the same population will participate in the SMART Academies during the summer session. Since the afterschool activities will occur on school site, transportation to services is not an issue. Parents will be required to provide transportation to the homes at the close of the program. SMART Academies will contract transportation services for field experiences through commercial companies that are trained and certified to provide transportation. During the summer session, parents will be required to provide transportation to and from the program.