

Exhibit A
Scope of Authorization
The Russell Life Skills and Reading Foundation

A. Introduction/Background

The Russell Life Skills and Reading Foundation, Inc. (Licensee) is a Florida Not for Profit Corporation offering a comprehensive reading and life skills program for youth currently enrolled in one of the City's afterschool programs. The program is guided by certified teachers, in small groups, using project-based techniques to make learning fun. The main focus of this program is on reading to further equip children for academic success.

B. Objectives

This program's purpose is to provide a comprehensive reading and life skills reading program for youth who are currently registered in one of the City of Pompano Beach's afterschool programs, located at the Emma Lou Olson Civic Center, Highlands Park, Mitchell Moore Center and McNair Center.

C. Scope of Work

This program shall provide reading services for youth who are currently enrolled in one of the City's aftercare programs and will utilize up to three (3) rooms, if available, to conduct the program during the a mutually agreed upon days and times determined between both parties. Rooms will not be available during CITY holidays or during Summer Camp. Summer Camp dates are based upon the Broward County Schools official calendar. If additional days throughout the agreement year are requested, LICENSEE must provide a written request to be approved by the Recreation Programs Administrator or designee.

D. Work Breakdown Structure

The term of this agreement shall be for one (1) year with three (3) one (1) year renewals from the execution of the agreement by both parties.

E. Summary Schedule of Tasks and Deliverables

Program Capacity City will determine whether expansion of the program can be permitted.

Clean up of Permitted Area Licensee shall make sure the room is picked up and left the way they encountered it each time it is used for the program. City will be responsible for the maintenance of the facilities to be utilized by the Licensee on in order to ensure that it can accommodate the program appropriately.

City Property Usage The City reserves the right to authorize use of the City property for special group functions upon reasonable written notice to Licensee.

Transportation City shall provide transportation, if available, for cultural activities sponsored by the Licensee.

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Staffing The City will provide staffing to assist with supervision and behavior issues, if any arise. The City will abide by and follow the current behavior policy. Licensee is responsible for hiring and managing its own staff, all of which shall be a minimum of eighteen (18) years old. Licensee shall maintain a daily log, at each facility in which the program is conducted in, that provides the names, dates and time of all its employees and/or volunteers utilizing the City property which shall be available to City personnel at all times. City staff will have daily attendance logs for all children participating in the program.

Storage City shall provide one (1) storage cabinet for the Licensee to utilize for storage needs, if available. This will be determined by each of the facility's supervisors.

Background Checks Licensee, its employees, volunteers; subcontractors and all other agents providing services under this Agreement shall comply with the CITY's Youth Programs Background Screening Policy as set forth in Exhibit D. At least one week prior to Licensee or any of its agents providing services under this Agreement, Licensee shall provide the CITY's Contract Administrator a completed and fully-executed Release on all such persons so that CITY, at the cost of Licensee, can conduct the background checks required hereunder. CITY reserves the right to refuse to permit Licensee or any of its agents to provide services under this Agreement based upon the grounds for disqualification as stated in the Youth Programs Background Screening Policy. The results of the background checks will be submitted to the CITY one (1) week prior to the program beginning. If Licensee, its employees, volunteers, subcontractors and all other agents providing service are employed by the School Board, they are to present the City, at least one week prior to the start of services, their most recent pay stub in lieu of a background check.

Compensation Licensee is solely responsible, at his or her own expense, for compensating any assistants or such other personnel as may be required to adequately and safely perform the instructional reading services as herein provided. Licensee shall be responsible to pay for any supplies for the program and any and all sales taxes and other charges of any nature or kind if needed for the program.

Safety Licensee shall conduct instructional classes in a careful and responsible manner with due regard for the safety of all participants and others. Licensee shall report any accidents occurring on City property immediately to the facility supervisor.