

**AN AGREEMENT BETWEEN THE CITY OF NORTH MIAMI AND CRAMS
CONSULTING FOR THE DEVELOPMENT AND FUNDING OF THE
GRADUATION ADVANCEMENT PROGRAM**

THIS AGREEMENT entered into by and between the **City of North Miami**, Florida, a municipal corporation of the State of Florida (hereinafter referred to as "City") and College Readiness Access Motivational Services ("CRAMS") Consulting, LLC (hereinafter referred to as "CRAMS").

WHEREAS, CRAMS has proposed a Graduation Advancement Program designed to reduce truancy at North Miami Senior High School; and

WHEREAS, the City wishes CRAMS to provide the services more fully described in its proposal for Graduation Advancement Program (the "Proposal") attached as Exhibit "A".

NOW THEREFORE in consideration of the mutual covenants promises and representations contained herein the parties hereto agree as follows:

ARTICLE I

SCOPE OF SERVICE

CRAMS shall carry out or cause to be carried out the work described in Exhibit "A" attached hereto and made part hereof

- A. All work shall be completed in compliance with all applicable regulations codes and ordinances and in a satisfactory and proper manner as determined by the City. Such services shall be performed except as otherwise stated herein by persons or instrumentalities solely under the domain and control of CRAMS.
- B. CRAMS shall comply with such other terms and conditions including record keeping and reports for program monitoring and evaluation purposes as may be established by the City for the purposes of carrying out the program in an effective and efficient manner.

ARTICLE II

PERIOD OF AGREEMENT AND EFFECTIVE DATE

This Agreement shall commence upon December 1, 2018, and shall remain in full force and effect until September 30, 2019.

ARTICLE III
CONSIDERATION AND PAYMENT

For its performance under this Agreement, CRAMS will receive funds from the City in an amount not to exceed Fifteen Thousand Dollars (\$15,000). Payment for services shall be limited to the scope described in Exhibit "A".

ARTICLE IV
CANCELLATION OF AGREEMENT

Except as otherwise provided herein, this Agreement may be cancelled by either party with thirty (30) days advance written notice to the other at its address as herein specified. In the event CRAMS cancels the Agreement prior to completion of the Scope of Work, CRAMS will reimburse the City in proportion to time remaining on the Project. In the event the City terminates the Agreement no reimbursement will be required of CRAMS.

ARTICLE V
DEFAULT AND TERMINATION FOR NON PERFORMANCE

A default shall consist of any use of Funds for a purpose other than as authorized by this Agreement, noncompliance with any provision in Articles herein, or any material breach of the Agreement.

Upon the occurrence of any such default, the City Shall serve due notice to CRAMS at which time CRA.MS shall have a reasonable opportunity to respond and cure; For purposes of this Agreement, a reasonable opportunity to respond and cure shall be ten (10) business days from receipt by CRAMS of the City's written notice of such default (the "Cure Period"). If the default is not cured to the satisfaction of the City, the City shall have the right in its sole discretion to take the following actions:

- A. Upon a written request from CRAMS setting forth a reasonable basis to support the need for an additional Cure Period the City may grant an additional Cure Period by written acknowledgment thereof or
- B. Terminate this Agreement by written notice thereof
- C. Take such other action including but not limited to temporarily withholding cash payments pending correction of the deficiency by CRAMS disallow all or part of the cost of the activity or action not in compliance wholly or partly suspend or terminate the current award for CRAMS' program, withhold further awards for the program or take other remedies that may be legally available.

ARTICLE VI

ADDITIONAL RIGHTS AND REMEDIES

· Nothing contained herein shall be construed as a limitation on such other rights and remedies available to the parties under law or in equity which may now or in the future be applicable.

ARTICLE VII

FISCAL NON FUNDING CLAUSE

This Agreement is subject to funding availability. In the event sufficient budget funds to fund this Agreement become reduced or unavailable the City shall notify CRAMS of such occurrence and the City may terminate this Agreement without penalty or expense to the City upon no less than twenty-four (24) hours written notice to the CRAMS. The City shall be the final authority as to the availability of funds and how available funds will be allotted. If this Agreement is funded in whole or in part by federal or state dollars which are reduced or become unavailable the City shall notify the CRAMS of such occurrence and the City may terminate this Agreement without penalty or expense to the City upon no less than twenty-four (24) hours written notice to CRAMS.

ARTICLE VIII

ASSIGNMENT

CRAMS shall not assign this Agreement or any part hereof without the prior written consent of the City.

ARTICLE IX

COMPLIANCE WITH APPLICABLE LAWS

CRAMS shall comply with all applicable laws orders and codes of the federal, state and local governments as they pertain to this Agreement.

ARTICLE X

EQUAL OPPORTUNITY CLAUSE

CRAMS agrees to comply with the requirements of all applicable state, federal, and local laws, rules, regulations, ordinances, and Executive Orders prohibiting and or relating to discrimination. CRAMS shall not discriminate on the basis of race, color, religion, sex, national origin, age familial status and handicap.

ARTICLE XI

PROJECT PUBLICITY

CRAMS shall recognize the City for its contribution in promotional material and at any events or workshops for which funds from this Agreement are allocated. Any news release or other

type of publicity pertaining to the scope of work performed pursuant to this Agreement must recognize the City as the sponsor.

ARTICLE XII

POLITICAL ENDORSEMENT PROHIBITION

CRAMS shall not engage in political activities that promote or oppose specific candidates.

ARTICLE XIII

PUBLIC ENTITY CRIMES

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid proposal or reply on a contract to provide any goods or services to a public entity may not submit a bid proposal or reply on a contract with a public entity the construction or repair of a public building or public work may not submit bids Proposals or replies on leases of real property to a public entity may not be awarded or perform work as a contractor supplier subcontractor or CRAMS under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Section 281.017 Florida Statutes for Category Two for a period of thirty- six (36) months following the date of being placed on the convicted vendor list. Additionally, pursuant to City's policy, a conviction of a public entity crime may cause the rejection of a bid offer or proposal. The City may make inquiries regarding alleged convictions of public entity crimes. The unreasonable failure of a bidder, offeror or proposer to promptly supply information in connection with an inquiry may be grounds for rejection of a bid offer, proposal or reply.

ARTICLE XIV

MAINTENANCE OF RECORDS

CRAMS shall maintain all records and accounts including property, personnel, and financial records, contractual agreements, construction reports, Davis Bacon records, subcontracts, proof of required insurance and any other records related to or resulting from the activities performed under this Agreement to assure a proper accounting and monitoring of all Funds. In the event the City determines that such records are not being adequately maintained by CRAMS, the City may cancel this Agreement in accordance with Articles IV and V herein. This Article shall survive the expiration or earlier termination of this Agreement.

With respect to all matters covered by this Agreement records will be made available for examination audit inspection or copying purposes at any time during normal business hours and as often as the City may require. CRAMS will permit same to be examined and excerpts or transcriptions made or duplicated from such records and audits made of all contracts, invoices materials, records of personnel and of employment and other data relating to all matters covered by this Agreement.

The City's right of inspection and audit shall obtain likewise with reference to any audits made by any other agency whether local state or federal. CRAMS shall retain all records and supporting documentation applicable to this Agreement for six (6) years after receipt of final payment from the City for inspection. If any litigation claim negotiation audit monitoring inspection or other action has been started before the expiration of the required record retention period records must be retained until completion of the action and resolution of all issues which arise from it or the end of the required period whichever is later.

The retention period starts from the date of the execution of this Agreement.

ARTICLE XV

EVALUATION

CRAMS agrees that the City shall be responsible for monitoring and evaluating all aspects of the services provided under this Agreement. The City shall have access to and be able to make copies and transcriptions of such records as may be necessary in the determination of the City to accomplish this obligation subject to state and federal confidentiality requirements.

In order to properly monitor and evaluate CRAMS' performance under this Agreement the City shall make onsite inspections as often as it deems necessary. Further, CRAMS shall submit an activity report with each reimbursement request which details the progress made to date toward the completion of the activities authorized under Exhibit "A".

ARTICLE XVI

DRUG FREE WORKPLACE

CRAMS shall assure the City that it will administer in good faith a policy designed to ensure that CRAMS is free from the illegal use, possession, or distribution of drugs or alcohol.

ARTICLE XVII

NEGATION OF AGENT OR EMPLOYEE STATUS

CRAMS shall perform this Agreement as an independent agent and nothing contained herein shall in any way be construed to constitute CRAMS or any assistant representative agent employee independent contractor partner affiliate holding company subsidiary or subagent of CRAMS to be a representative, agent, subagent or employee of the City.

CRAMS certifies its understanding that the City is not required to withhold any federal income tax, social security tax, state and local tax to secure worker's compensation insurance or employer's liability insurance of any kind or to take any other action with respect to this insurance or taxes of CRAMS.

In no event shall any provision of this Agreement make the City or any political subdivision of the State of Florida liable to any person or entity that contracts with or provides goods or services

to CRAMS in connection with the services CRAMS has agreed to perform hereunder or otherwise or for any debts or claims of any nature accruing to any person or entity against CRAMS. There is no contractual relationship either express or implied between the City or any political subdivision of the State of Florida and any person or entity supplying any work, labor, services, goods or materials to CRAMS as a result of the provisions of the services provided by CRAMS hereunder or otherwise.

ARTICLE XVIII
LIABILITY

CRAMS shall comply with all applicable laws, orders, and codes of the federal, state, and local governments as they pertain to this Agreement. The parties agree that CRAMS is liable for any violation of federal, state or local law by CRAMS in relation to this Agreement. CRAMS agrees that it shall be liable for any penalties imposed against CRAMS or the City by any federal, state or local agency for any actions or inaction by CRAMS. Such penalties shall include but not be limited to repayment of any of the funding received pursuant to this Agreement. This obligation shall survive the termination or expiration of this Agreement for a period of not less than five (5) years or any applicable statute of limitation period or equitable limitation doctrine whichever is longer.

ARTICLE XIX
INSURANCE

CRAMS shall have insurance for financial protection for bodily and personal injury and property damage arising from the operations. The combined limits for general liability and fleet automobile liability coverage amount to one thousand dollars (\$1,000) per person per claim and two thousand dollars (\$2,000) per occurrence. Nothing herein shall be construed as a waiver of the sovereign immunity of CRAMS. The State of Florida and their agents and agencies beyond the waiver provided in Section 768.28 Florida Statutes. CRAMS shall maintain in force all policies and coverage for the duration of this Agreement. The City shall receive written notice of any changes or cancellation of the required coverage.

ARTICLE XX
ACCESS TO RECORDS

If applicable, CRAMS shall comply with the requirements of Chapter 119 Florida Statutes with respect to any documents papers and records made or received by CRAMS in connection with this Agreement.

ARTICLE XXI
SURVIVABILITY AND SEVERABILITY

Any term, condition, covenant, or obligation which requires performance by either party

subsequent to termination of this Agreement shall remain enforceable against such party subsequent to such termination. In the event any section sentence clause or provision of this Agreement is held to be invalid illegal or unenforceable by a court having jurisdiction over the matter the remainder of the Agreement shall not be affected by such determination and shall remain in full force and effect.

ARTICLE XXII
SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

ARTICLE XXIII
GOVERNING LAWS

This Agreement shall be construed under the laws rules and regulations of the State of Florida. Venue shall be in Miami-Dade County; Florida.

ARTICLE XXIV
AUTHORIZATION

Each party represents to the other such party has authority under all applicable laws to enter into an agreement containing such covenants and provisions. All of the procedural requirements imposed by law upon each party for the approval and authorization of this Agreement, have been properly completed and that the persons who have executed this Agreement are duly authorized and empowered to do so.

ARTICLE XXV
NOTICE AND GENERAL CONDIT IONS

All notices which may be given pursuant to this Agreement shall be in writing and shall be delivered by personal service or by certified mail return receipt requested addressed to the parties at their respective addresses indicated below or as the same may be changed in writing from time to time:

Notices to the City shall be sent to:

Larry M. Spring, City Manager
City of North Miami
776 NE 125 Street
North Miami, FL 33161
Phone: 305-895-9888
E-milil:lspring@nortbmiarnifl.gov

With copy to:

Jeff P. H. Cazeau, City Attorney
City of North Miami
776 NE 125 Street
North Miami, FL 33161
Phone: 305-895-9888
[E-mail: jcazeau@northmiamifl.gov](mailto:jcazeau@northmiamifl.gov)

Notices to CRAMS shall be sent to:

Marlyn Paris-Lawson, President/ Founder
CRAMS Consulting, LLC
3209 Onyx Rd
Miramar, FL 33025
Phone: 754-248-9775/954-224-8998
Email: marlyn@cramsconsulting.com

With copy to:

Norma Florival, Registered Agent
12845 NE 4th Ave
North Miami, FL 33161

ARTICLE XVI

TERMS

Capitalized terms contained herein shall have the definition assigned. Capitalized terms contained herein that do not have the definition assigned shall have the meaning assigned in the applicable federal statute or regulation. All article and descriptive headings of paragraphs in this Agreement are inserted for convenience only and shall not affect the construction or interpretation hereof.

ARTICLE XXVII

ESTOPPEL WAIVER

A waiver of any performance or default by either party shall not be construed to be a continuing waiver of other defaults or non-performance of the same provision or operate as a waiver of any subsequent default or non-performance of any of the terms, covenants and conditions of this Agreement. The payment or acceptance of fees for any period after a default shall not be deemed waiver of any right or acceptance of defective performance.

ARTICLE XXVIII

MERGER AND MODIFICATIONS

This Agreement together with the Exhibits embodies the entire agreement and understanding between the parties hereto and there are no other agreements and or understandings

oral or written with respect to the subject matter hereof that are not merged herein and superseded hereby This Agreement may only be amended or extended by a written instrument executed by the City and CRAMS expressly for that purpose.

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed, the day and year first above written.

AGREED:

CRAMS Consulting, LLC

11/5/2018

By: Marlyn Paris-Lawson, MPA
Its Duly Authorized Representative

ATTEST:

CITY OF NORTH MIAMI

DocuSigned by:
Michael A. Etienne 11/27/2018
2C7010872EE8414...
Michael A. Etienne, Esq.
City Clerk

DocuSigned by:
Larry M. Spring, Jr. 11/26/2018
C23984DEA2724CF...
By: Larry M. Spring, CPA
City Manager

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

DocuSigned by:
Jeff P.H. Cazeau 11/26/2018
8AF8443D714D491...
Jeff P.H. Cazeau, Esq.
City Attorney



CRAMS CONSULTING, LLC SERVICE PROPOSAL

NoMi Successful Truancy & Effectiveness Program (STEP)
An outreach support program to curtail youth truancy

About CRAMS

CRAMS Consulting, LLC is a research-based, intensive pre-college enrichment and prevention service, modeled after a proven, time-tested college preparation and college access program, designed to **prepare, engage, and empower**, at-risk students for their journey to college, career and life.

CRAMS Consulting's mission is to ensure that every child who has the potential to go to college receives the best preparation to ensure successful high school graduation, college readiness, access and college enrollment process, with the anticipation of timely completion of a college degree attainment and/or career path transition.

CRAMS Consulting, LLC is unlike any other service of its kind in that we prepare students from the inside and out. Through our unique and holistic approach and in subscribing to John Assaraf's quote, "If an egg is broken by an outside force, life ends. If broken by an inside force, life begins. Great things always begin from the inside," and we understand that real change has to come from within the individual. Through this concept, our efforts are designed to transform students into engaged and empowered learners. At **CRAMS**, we specialize in serving first generation, at-risk students and unmotivated learners.

Understanding that students from low socioeconomic and underserved communities present with many factors which pose as barriers to high school completion and college degree attainment, our services are designed and aligned with the twelve most important pre-college outreach components as defined by extensive research on college readiness and degree attainment.

Through our intensive programming, our holistic focus includes the following:

- (1) Goal of high school graduation
- (2) Goal of college attendance
- (3) Goal of college awareness and exposure
- (4) College visits
- (5) Goal of promoting academic skills

	<p>(6) Goal of promoting rigorous course enrollment (7) Parental involvement & empowerment (8) Parent college awareness (9) Parent assistance with financial aid application process (10) Standardized test preparation and support (11) Scholarship resources and opportunities (12) CRAMS services begin in the 6th grade (can start earlier, as needed)</p>
<p>Deliverables</p>	<p>CRAMS services are delivered in four types of programming:</p> <ol style="list-style-type: none"> 1. Our Year-Round program provides engaging learning opportunities in group settings and meets two times per month, beginning in mid-August and ending in mid-May. We are more than prepared to accommodate student population requiring more frequent sessions, including weekly meetings. 2. Our Pre-college Enrichment Summer Institute allows for more intensive, engaging, self-exploration, career exploration and intensive academic, life and social skills-building with hands-on activities. We provide a 7-week program, which takes place during the summer, 4-days (Monday-Thursday) per week, beginning mid-June through the end of July. Extended days and times are offered as requested and as needed. 3. Our Intensive Test-prep Program targets graduating seniors who are in jeopardy of not graduating high school, due to low standardized test (FSA, EOC, SAT or ACT) scores. These students are identified as being in need of additional support in preparation for increased passing scores on standardized tests. Students enrolled in this program are taught practical test-taking strategies using non-traditional and effective methods. 4. Our Academic Success Coaching service, also known as “tutoring,” provides individual support for students in need of additional assistance in core academic courses including: <i>math, reading and comprehension, language arts, English, and science</i>. Our Academic Success Coaches take our mission a step further by teaching hands-on, practical skills, while empowering students with the confidence to function independently. While this service is structured, it is by appointment only. We cater to individuals and groups as well. 5. Our Workforce Ready Advancement Program (WRAP)© is an intensive job and career-readiness service, infused with leadership and life skills-building, designed to prepare students for their successful entry into the workforce. In order to break the cycle of poverty, which is a significant factor of youth violence in any community, there needs to be a deliberate attempt at providing for economic self-sufficiency amongst the youth population. WRAP© services provide a bridge between high school and the workforce. We specialize in teaching 21st century workforce skills necessary to facilitate an effortless transition into the workplace. This service targets students ages 15-19.

<p>Specialty Services</p>	<p><u>Below is a list of our specialty services:</u></p> <ul style="list-style-type: none"> • Developing MASTER Students (all grades) • High School Readiness & Transition (grades 8-9) • College Readiness (grades 9-10) • College Access (grades 11-12) • College Transition (grade 12) • College Retention (college students) • Leadership Development • Career Exploration & Job Readiness
<p>Overview</p>	<p>Attendance matters! The City of North Miami is implementing a pilot program for students who attend North Miami Senior High school and Central Senior High school in order to reduce truancy for students in grades 11-12. This program will take a multi-step approach to creating effective solutions while helping students to reduce truancy. The STEP program has 3 core components: School based intervention, community based intervention, and law-enforcement based intervention. The City of North Miami has selected to work with CRAMS Consulting, LLC, a research-based, intensive pre-college enrichment and prevention company, to implement and monitor the STEP program on its behalf.</p>
<p>Introduction</p>	<p>North Miami's Councilman Alix Desulme created NoMi Successful Truancy & Effectiveness Program (STEP) in order to address the city's High School Attendance issues. As a life-long educator Councilman Alix Desulme understands the importance of family being involved in a child's education in order to reduce absenteeism and truancy. Councilman Alix Desulme also recognizes that parental involvement and building strong relationships with law enforcement will decrease truancy in the City of North Miami.</p>
<p>NoMi Successful Truancy & Effectiveness Program (STEP)</p>	<p>The North Miami Successful Truancy & Effectiveness Program (STEP) is designed to support students in grades 11 and 12 who are experiencing problems with school attendance. Students and their families will have a strong and clear understanding of attendance policy and why it matters. This program strives to accomplish 3 main goals. Reducing students risk for chronic truancy, helping students develop a positive relationship with their educational institution, and establishing strong relationships with North Miami law enforcement.</p> <p>STEP is designed to reduce truancy in grades 11 and 12. There are many factors that cause truancy and those factors, if left unresolved, will impact a student's ability to graduate high school and become a positive contributor to society. North Miami and Miami Central Senior High Schools struggle with high rates of truancy and low graduation rates. The City of North Miami is taking a proactive approach to curtail truancy in those two schools. It is understood that truancy is not just a school attendance issue, but an economical issue which impacts many areas of life. As such, a holistic approach is required.</p>

<p>Defining Truancy</p>	<p>While there is no reported national definition of truancy, it is agreed that if a student is absent without an excuse from the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, it will be considered an unexcused absence and the student shall be considered truant (Seeley, 2006).</p> <p>Truancy is a problem in every country and school district that has mandatory school attendance. According to published research, there are different types of truancy:</p> <ol style="list-style-type: none"> 1. <i>Habitual Truancy</i>: Is characterized by frequent unexcused absences during a semester or academic year (Seely, 2006). 2. <i>Chronic Truancy</i>: Habitual school absences, despite intervention attempts. 3. <i>Chronic Absenteeism</i>: Another type of truancy manifested in younger children with age ranging from 6 - 8. More often than none, children may miss at least 10 percent of school time in an academic year. It is believed that the cause for the absences may be parent related (Chang & Romero, 2008). <p>According to Florida Statute 5500.05 – Code of Student Conduct, Student Attendance, children between the age of 6 and 16 are required to attend school regularly in a calendar year. The same statute defines an unexcused absence as one where a student who is not in class for at least one half of a class period and provide an acceptable reason for the absence (F.S.S1003.210)(1)(a). Moreover, published research and the Florida legislature found that “poor academic performance is associated with nonattendance...” (F.S. 1003.26).</p>
	<p>Furthermore, in the state of Florida, if a child accumulates a minimum of 15 unexcused absences within 90 days, it is a violation of the Compulsory School Attendance Law.</p> <p>Despite written policies established in each school district, truancy remains a serious problem, particularly in inner city schools. The City of North Miami is taking a proactive approach at supporting the Miami Dade County Public Schools District’s efforts with the implementation of the NoMi Successful Truancy & Effectiveness Program (<i>STEP</i>)</p>

<p>Risk Factors Related to Truancy</p>	<p>To counter the effects of truancy, one must be aware of the risk factors. A literature review commissioned by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) found a correlation between truancy and four categories of risk factors:</p> <ul style="list-style-type: none"> • <i>Family Factors:</i> Lack of supervision and unstable home life • <i>School Factors:</i> Un-motivated learners, poor attitude about school • <i>Economic Factors:</i> Unemployed parents, employed students, single parent • <i>Student Factors:</i> Lack of Understanding about attendance laws, drug and alcohol abuse <p>The literature review also found that truancy may be the root of other related problems such as:</p> <ul style="list-style-type: none"> • Substance abuse • Delinquency • Gangactivity • Serious criminal behavior • Suicidal ideation and attempts • Early sexual activity • Dropping out of school
<p>Consequences of Truancy</p>	<p>Truancy has many consequences. In a literature review commissioned by the National Center for School Engagement (Heilbrunn, 2007) it was found that, compared to non-truant students, students who are truant:</p> <ul style="list-style-type: none"> • Have lower grades • Need to repeat grades more often • Have higher rates of expulsion • Have lower rates of high school graduation <p>Truancy not only affects youth but it also impacts the adult they will become. Research has shown that adults who were chronically truant from school as children or adolescents are at an elevated risk for a number of problems, including poor physical and mental health, poverty, incarceration, and raising children who exhibit problem behaviors (Baker, Sigmon & Nugent, 2001).</p> <p>Most school districts have a robo-calling system, which reportedly notifies parents when their child is absent on a given day. Research findings have proven that this approach isn't as effective with truants due to the lack of personable touch. A review of best-practice strategies show that the programs that have been most effective in curtailing truancy are those that are not punitive in nature but instead</p>

	are based on personal approach inclusive of home visits, direct parent contact and continuous face-to-face engagement with students.
Why Stay in School?	It is our belief at CRAMS that the lesson that a student is not in class to learn will not help improve their academic standing. It has been proven that students who report to school regularly and on time will accomplish the following: <ul style="list-style-type: none"> • Earn good grades • Advance to the next grade level • Have fewer rates of school expulsion • Graduate high school ontime
Target Population	The STEP program intends to reduce truancy by targeting 30 students in grades 11 and 12 in the following schools: North Miami Senior High School and Miami Central Senior High School. Participants must be residents of the City of North Miami. The end goal is to reduce truancy. Should the program receive funding for the following school year, Alonzo Tracy Mourning Senior High will be included to receive the support.
Implementation	<p>The STEP program is designed to support students in grades 11 and 12 who are at risk for chronic truancy. Students who have reached 10 or more unexcused absences from the beginning of the school year until now are candidates for the program. The program will begin with scheduled meetings with school Attendance Administrator and/or Attendance Review Committee to assess school's truancy needs, followed by the recruitment process beginning in January of 2018.</p> <p>Parent and student orientation will be scheduled for the week following the return from winter break, in January 2018. Both students and parents will receive an overview of Miami Dade County Public Schools' attendance policy, as it relates to Florida Statutes, Code of Student Conduct-Student Attendance, and the law. The students' current academic status will be discussed. A Truancy Contract will be presented and the student and parent's signature will be required.</p> <p>In addition, students will be required to complete a Truancy Inventory and Assessment form to provide insight on their specific needs. Information will be gathered and a success plan will be developed for each student. Such plan will include the following:</p> <ol style="list-style-type: none"> 1. Required need to report to school as scheduled, referral and linkage to social support for the student, as a way of removing barriers to mandatory school attendance. 2. Need to make-up educationally-related activities as assigned by designated Attendance Review Committee 3. Monitored progress towards completion of mandatory activities as well as progression towards graduation 4. Designed external support and encouragement
Projected Timeline	The planning of STEP will begin in December with anticipated full implementation in January of 2018 – March/April 2018. Final report will be submitted in July 2018 following the receipt of final grade reports from designated schools. Conversations with school attendance staff at North Miami Senior High and Miami Central Senior High reveal that there is a reported urgent need for this support. In response to this urgency, truancy prevention services will be provided 4 times per month on school campuses and on designated days and times.

CRAMS Deliverables: STEP Activities	<p>CRAMS specializes in the delivery of services for lasting impact. As such, the STEP prevention activities will include strategies that produce effective and inclusive results such as those activities listed below:</p> <ul style="list-style-type: none"> • Truancy inventory and needs assessment • Weekly check-in with school attendance staff • Parent & student orientation • Non-clinical peer group sessions(ongoing) • Truancy contract • Relationship-building activities • Guest speakers (including law enforcement personnel) • Attendance rewards and recognition opportunities
Cost for Services of STEP	<p>The cost for the implementation of STEP is inclusive of the agreed \$15,000, for 30 students, for 12 weeks. This includes program design, implementation & delivery.</p>
Previous Statistical Outcomes & Successes	<p>CRAMS has positioned itself to be a leading dropout prevention, high school transition, college-readiness, access and college transition service provider, with an exceptional track record in serving students from underserved communities in Miami-Dade and Broward Counties.</p> <p>With the implementation and service delivery of STEP, we are committed to achieving the following outcomes: recent records include both short-term and long-term successes:</p> <ul style="list-style-type: none"> • 75% of program participants will meet requirements for high school graduation • 75% of program participants (11th graders) will be promoted to the next grade level • 75% will improve mandatory school attendance
Evaluative Method / Data Collection and Reporting	<p>CRAMS subscribes to “our success is in our results” motto. As such, we measure every aspect of our services through formal and informal means, using pre and post-tests, informal survey, and sign-in logs following each session.</p> <p>In order to fully assess the effectiveness of the STEP program, while tracking its progress during the service contracted period, a formal data sharing agreement, signed by parent or guardian, is required to allow for access to comprehensive student data prior to service delivery and during contracted period. Such data will include the following:</p> <ul style="list-style-type: none"> ◆ Participants' name (first and last) ◆ Gender and ethnicity ◆ School attendance (10+ absences) ◆ Out-of-school discipline ◆ Grade point average (Weighted and Unweighted) ◆ Progression to graduation status or grade promotion ◆ Graduation status (year-end) ◆ Residency verification
Contracted Service Type	<p>STEP is designated as a “pilot” program with the potential to continue, if successful and as funding is available. Following the approval of this proposal, an affiliated Agreement / contract will be signed by designated parties to allow for program to be implemented as planned.</p>