



SAN RAFAEL
THE CITY WITH A MISSION

**PICKLEWEED ADVISORY COMMITTEE
AGENDA**

**Wednesday, April 3, 2024
7:00 P.M.**

**Attend and Participate in Person at Albert J. Boro Community Center, Meeting Room 3
50 Canal Street, San Rafael, CA 94901**

-OR -

Watch on Zoom Webinar: <https://tinyurl.com/PWAC-4-3-2024>

Telephone: (669)900-9128

Meeting ID: 933 3089 5431

CALL TO ORDER

MINUTES

1. Approve regular meeting minutes of February 7, 2024

MEETING OPEN TO THE PUBLIC

2. Public Comment from the in-person audience regarding items not listed on the agenda.
Speakers are encouraged to limit comments to 2 minutes.

MATTERS BEFORE THE COMMITTEE

If necessary to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

3. Presentations:
 - A. Sea Level Rise – Kate Hagemann, City of San Rafael Climate Adaptation and Resilience Planner & Cory Bytof, City of San Rafael Sustainability Program Manager
 - B. Canal Garbage Q & A – Cory Bytof, City of San Rafael Sustainability Program Manager
4. Summer Co-Sponsorship Application Committee Recommendations
 - A. Marin YMCA: YMCA Summer Camp @ Al Boro Community Center
5. Schoolyear Co-Sponsorship Application and Final Report Presentations:
 - A. Marin YMCA: YMCA 2024-2025 Afterschool Program
 - B. Tamalpais Adult School: English as a Second Language Classes
 - C. DrawBridge: Weekly Expressive Art Groups
 - D. Parent Services Project: Aprendiendo Juntos
 - E. Vivalon: Zumba by Vivalon
 - F. The Canal Alliance/ACCESS U Foundation: Canal FC
 - G. Troop 2000: Scouts BSA
 - H. The Canal Arts: Canal Family Arts

COMMITTEE REPORTS AND COMMENTS

6. Other brief reports on any meetings or community events attended by the Committee members.

STAFF COMMENTS

7. Updates and Events of Interest

NEXT REGULAR MEETING: June 5, 2024 (In Person- Albert J. Boro Community Center)

ADJOURNMENT

Notice

Any records relating to an agenda item, received by a majority or more of the Committee less than 72 hours before the meeting, shall be available for inspection online and in the Albert J. Boro Community Center placed with other agenda-related materials on the table in front of the [location prior to the meeting. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing city.clerk@cityofsanrafael.org or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request. To request Spanish language interpretation, please submit an online form at <https://www.cityofsanrafael.org/request-for-interpretation/>. To allow individuals with environmental illness or multiple chemical sensitivity to attend the meeting/hearing, individuals are requested to refrain from wearing scented products.



SAN RAFAEL
THE CITY WITH A MISSION

**PICKLEWEED ADVISORY COMMITTEE
AGENDA**

**Miercoles, Abril 3,2024
7:00 P.M.**

Reunion Hibrada:

**Asista en persona en el Centro Comunitario Albert J. Boro, Salón de reunión 3
50 Canal Street**

-OR -

Ve a Zoom: <https://tinyurl.com/PWAC-4-3-2024>

Telefono: (669)900-9128

ID de reunion: 933 3089 5431

Llamar a Orden

MINUTOS

1. Aprobar los minutos de la reunión ordinaria del 7 De Febrero,2024

REUNIÓN ABIERTA AL PÚBLICO

2. Comentarios públicos de la audiencia en persona sobre temas que no figuran en la agenda..
Los comentarios no pueden durar más de 2 minutos

ASUNTOS ANTE EL COMITÉ

Si es necesario para asegurar la finalización de los siguientes puntos, el presidente puede establecer límites de tiempo para las presentaciones de los oradores individuales.

3. Presentaciones
 - A. Aumento del nivel del mar: Kate Hagermann Planificadora de adaptación y resiliencia climática de la Ciudad de San Rafael & Cory Bytof, Gerente de Programa de Sostenibilidad de la Ciudad De San Rafael
 - B. Basura de Canal –Preguntas y Respuestas- Cory Bytof, Gerente de Programa de Sostenibilidad de la Ciudad De San Rafael
4. Recomendaciones del Comité de Solicitud de Copatrocinio de Verano
 - A. Marin YMCA: Campamento de Verano YMCA en Centro Comunitario Al Boro
5. Solicitud de copatrocinio del año escolar y presentaciones del informe final:
 - A. Marin YMCA – YMCA 2024-2025 Programa después de escuela
 - B. Tamalpais Adult School: Ingles como segundo lenguaje
 - C. Drawbridge: Grupos Semanales de Arte Expresivo
 - D. Parent Services Project: Aprendiendo Juntos
 - E. Vivalon: Zumba by Vivalon
 - F. Canal Alliance/ ACCESS U Foundation: Canal FC
 - G. Troop 2000: Scouts BSA
 - H. The Canal Arts – Artes para familias del Canal

INFORMES Y COMENTARIOS DEL COMITÉ

6. Otros informes breves sobre las reuniones o eventos comunitarios a los que asistan los miembros del Comité.

COMENTARIOS DEL PERSONAL

7. Actualizaciones y eventos de interés

PRÓXIMA REUNIÓN ORDINARIA: Junio 5, 2024 (En Persona- Centro Comunitario Albert J Boro)

APLAZAMIENTO

Noticia

Cualquier registro relacionado con un tema de la agenda, recibido por una mayoría o más del Comité menos de 72 horas antes de la reunión, estará disponible para su inspección en línea y en el Centro Comunitario Albert J. Boro colocado con otros materiales relacionados con la agenda sobre la mesa. frente al [lugar antes de la reunión. Se pueden solicitar intérpretes de lenguaje de señas llamando al (415) 485-3066 (voz), enviando un correo electrónico a city.clerk@cityofsanrafael.org o utilizando el Servicio de retransmisión de telecomunicaciones de California marcando "711", al menos 72 horas antes de la reunión. Las copias de los documentos están disponibles en formatos accesibles a pedido. Para solicitar interpretación en español, envíe un formulario en línea en <https://www.cityofsanrafael.org/request-for-interpretation/>. Para permitir que las personas con enfermedades ambientales o sensibilidad química múltiple asistan a la reunión/audiencia, se solicita a las personas que se abstengan de usar productos perfumados.



Watch on Zoom: <https://tinyurl.com/PWAC-2-7-2023>

Telephone: (669) 900-9128

Meeting ID: 933 3089 5431

CALL TO ORDER

Chair Mason called the meeting to order at 7:06 p.m.

ROLL CALL

Present: Chair Mason
Member Hau-Guiterrez
Member Nguyen
Member Ruiz
Member Sprague
Member Vasquez
Member Yost
Park & Recreation Commissioner Pasternak

Absent: Member Ceballos, Member Palacios, Member Tanchez

Also Present: Stephen Rogers, Program Coordinator
Becky Ordin, Senior Administrative Assistant
Anahi Sanchez, Marin YMCA

AGENDA AMENDMENTS

Chair Mason made a date correction on Item 4 which should read, 2024 Meeting Schedule.

MINUTES

1. Approve regular meeting minutes of October 4, 2023

Member Hau-Gutierrez moved and Member Sprague seconded, to approve the meetings minutes of October 4, 2023.

AYES: Members: Hau-Guiterrez, Nguyen, Ruiz, Sprague, Vasquez, Yost
NOES: Members: None
ABSENT: Members: Ceballos, Palacios, Tanchez
ABSTAINED: Members: None

Minutes approved as submitted.

MEETING OPEN TO THE PUBLIC

2. Public Comment from the audience regarding items not listed on the agenda

None.

MATTERS BEFORE THE COMMITTEE

If necessary, to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

3. Co-Sponsorship Applications and Final Reports

A. Marin YMCA: YMCA Summer Camp @ AI Boro Community Center

Chair Mason gave a brief overview of the Marin YMCA Summer Camp Co-Sponsorship application, and introduced Anahi Sanchez who presented the YMCA Summer Camp Co-Sponsorship application.

Staff and Ms. Sanchez responded to questions from the Members.

Public Comment: None

4. Review Proposed 2024 Pickleweed Advisory Committee Meeting Schedule

Chair Mason presented the 2024 Pickleweed Advisory Committee Meeting Schedule. Member Sprague noted that she would be unable to attend the June meeting.

Member Sprague moved and Member Vasquez seconded, to approve the 2024 Pickleweed Advisory Committee Meeting Schedule as proposed.

AYES: Members: Hau-Guiterrez, Nguyen, Ruiz, Sprague, Vasquez, Yost

NOES: Members: None

ABSENT: Members: Ceballos, Palacios, Tanchez

COMMITTEE REPORTS AND COMMENTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Member Yost inquired about the Canal Community Garden. Mr. Mason responded letting her know there is a new program coordinator overseeing the gardens and more information will be announced soon.

Member Ruiz attended the Police Advisory Committee.

Member Sprague has been excited to have the CYO basketball teams using the gym at the facility and people coming to the Albert Boro Community Center who have not been there before. She also mentioned the amount of litter around the trails and wetlands. She shared that she has proposed a clean up team for the Canal area like the Downtown Streets Team to Mayor Kate.

STAFF COMMENTS

6. Updates and Events of Interest

Chair Mason provided the following updates:

Mason reminded the Committee that in October he mentioned the City had received final approval for the Land and Water Conservation Fund grant for the Pickleweed Park Enhancement Project. The City, unfortunately, did not receive the Clean CA grant but is actively trying to identify additional funding. Mason provided additional Pickleweed Enhancement Project updates.

This year's Movie Night in Pickleweed Park will be August 23rd. Staff hopes to continue with the City's community outreach prior to the movie that evening as it has been very successful. This year staff will possibly add a Karate demonstration, as it may possibly relate to the movie.

2023 Dia de los Muertos, which occurred since the last meeting.

- Received rave reviews with many saying it was the best yet.
- The event consisted of family art workshops, facepainting for youth, 25 altars, musical entertainment from Pan Rafael, Tres de Guanajuato, ELM, a DJ, and dancing with local band Area Agresiva. There was also a professional storyteller, and cultural performances from Danza Azteca Mixcoatl and Ballet Folklorico Netzahualcoyotl. San Rafael Police Department and San Rafael Fire Department assisted in leading the walking procession through the Canal neighborhood, including over the then recently paved Larkspur Street, thank you DPW.
- Special thanks to Member Yost for her steel pan performance.

A new commercial Reach In Refrigerator with Side-by-Side Swing Doors and Hydrocarbon Refrigerant was purchased thanks to the Nutrition Infrastructure Grant from the Aging and Adult Services division of the County of Marin's Department of Health and Human Services. The more energy efficient, \$5,833.95 unit, keeps truer temperature and will be utilized by the Recreation Division's weekly congregate meal program for older adults as well as our many rentals.

William Coronado left Troop 2000 Scouts.

Albert J. Boro Community Center programs are doing well with dance classes for youth taking off. Unfortunately, the Center will be losing the adult dance class due to parking issues in the evening. This has been a longstanding problem at the Center and many classes and rentals have been lost because there is no parking.

Pickleball is being held in the Gym Tuesdays and Fridays through March 1 from 10 am to 1 pm.

Substantial leaks in Teen Room and Art Room. Rain capturing devices in both. Gym has leaks as well. Windows in the Art and Teen Room should be getting closer to being replaced.

In October our longtime custodian Juan Carlos left the City. The City has not been able to recruit a replacement and staff have been trying to piece it together with part-time facility attendants and performing custodial tasks themselves.

Mason will be attending the annual California Park and Recreation Society Conference at the end of the month and expects to learn some programming trends as well as administrative items pertaining to the field.

Mason will present the Pickleweed Advisory Committee's Annual Report to the Park and Recreation Commission on Thursday, March 21 at 6 pm in the San Rafael Community Center on B Street. Unlike past year's where the report also includes general community center and park operations for the year, this year the report will only include an update on the Committee's actions in 2023. Advisory Committee members were strongly encouraged to attend as the meeting provides a great opportunity for both the Commission and this Committee to meet together.

Staff responded to questions from the members.

ADJOURNMENT

Chair Mason adjourned the meeting at 8:04 p.m.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS _____ DAY OF _____, 2024

Catherine Quffa, Library & Recreation Director



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item # 4.A.**

TITLE: YMCA Summer Camp @ Al Boro Community Center Co-Sponsorship Recommendation

RECOMMENDATION

Staff recommends that the Pickleweed Advisory Committee consider granting the YMCA a fee reduction or waiver for use of the rooms necessary to conduct a summer camp program for Canal children at the Albert J. Boro Community Center and Pickleweed Park, Monday through Friday, June 17 to July 26, 2024 (closed for holidays June 19 and July 4), with permission for staff to grant additional space on a day-to-day basis, depending on availability.

BACKGROUND

At the February 7, 2024 regular meeting, the Pickleweed Advisory Committee received an application and presentation from the YMCA requesting full co-sponsorship of rental fees for their proposed YMCA Summer Camp @ Al Boro Community Center program.

The YMCA program, which is supported by San Rafael City Schools, plans to serve 70 school identified students with a safe program that will provide academic, social and emotional development, all free of charge to the participants.

The application requests use of many of the Center's rooms and amenities. As was done in the past, in order to accommodate other programming in the facility, staff recommends granting the YMCA enough rooms for them to successfully base daily activities. Should the committee agree, additional rooms, primarily the gymnasium, could then be granted on a daily, space available basis. Generally, the activity fits well in the Center's schedule and is very much needed in the community.

DISCUSSION

As the Pickleweed Advisory Committee has had time to review the co-sponsorship application, a recommendation is needed to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together. Members must also consider the Committee's annual total allocation of \$144,200 in fees that can be waived. Should the Advisory Committee approve co-sponsorship, their recommendation should consider supporting staff's recommendation of granting the rooms necessary to conduct a summer camp with permission for staff to provide additional space on a day-to-day basis, depending on availability.

FISCAL IMPACT

The non-profit value of a full co-sponsorship totals \$21,630.00 while still retaining space for other programs. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested renting the facility at that time. The YMCA has agreed to reimburse the City the Facility Attendant Fee of \$25/hour for opening the Center an hour early in the morning, totaling \$700.00 for the summer.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. YMCA Summer 2023 Co-Sponsorship Application Packet, Final Report, and Program Budget



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: _____ Revision Dates (if applicable) 11/27/2023

Title of Program: YMCA @ Al Boro

Co-sponsoring agency or individual: YMCA of San Francisco; Marin Branch

Address: 1500 Los Gamos Drive

Telephone: 415-492-9622 Ext. _____

Email: mwilliams@ymcasf.org

Website: ymcasf.org/marin

Non-Profit 501c3 Number: 94-0997140

Principal contacts:

Name: Marissa Williams Phone: 415-446-2140 Email: mwilliams@ymcasf.org

Is this a first time program at Pickleweed? Yes No

If no, start date of original program: 1/4/2023 Location: Albert J. Boro Community Center

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

In partnership with the San Rafael City Schools we will provide a safe and enriching environment for the students at Bahia Vista and San Pedro. We provide academic support, enrichment activities and social-emotional support for the youth.

Proposed Start Date: 6/17/2024 Proposed End Date: 7/26/2024

Number participants estimated: 70 Maximum number estimated: 70

Target age group: K-5th

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: 7:30am-5:15pm

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 21,630.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? _____ How will the proceeds be used?

N/A

Describe your community outreach plan and how you will advertise:

There will be no advertising, students need to be invited by their school principals. We use fliers to communicate and additional programs we offer to current participants.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

Campers will engage with new ideas, materials and experiences. Children in our program will feel a sense of belonging and ownership in our program. Campers will be provided with an enriching, safe and fun camp environment where they can grow emotionally and physically.

Measurement for Outcome

Program Quality Assessment and Parent surveys

Measurements:

How do you plan to track attendance? Attach a copy of your form.

San Rafael City Schools: Aeries Attendance (Online)
YMCA: Sign in and out Sheets

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Parent Surveys from the school district and the YMCA.

What other forms or measurement tools will you use? Attach copy.

PQMI: Parent & Children Surveys

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Marissa Williams: Community Programs Director; mwilliams@ymcasf.org
Mike Taylor: Expanded Learning Opportunities Coordinator; mtaylor@srcs.org
Bethel Gebreyesus: Camp Director; bgebreyesus@ymcasf.org

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
San Rafael City Schools: Stephanie Kloos; Mike Taylor	\$106,000	

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

PQMI (parent & child surveys), Parent enrichment survey, Sign in/out sheets, Program Budget



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

YMCA @ Al Boro

Report prepared by:

Name Marissa Williams

Title Community Programs Director

Date submitted: 1/11/2024

Date program completed: 7/28/2023

How many total people were served? 58

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

1. In partnership with SRCS we provided the youth in the community a safe and enriching environment.
2. The After school enrichments provided were art, STEAM, swim lessons, tennis lessons and had different independent contractors come and present to them.
3. Children had a safe space - emotionally and physically.
4. Children had a supportive environment where they can explore, learn and grow.
5. Children interact positively with the staff and each other.
6. Children engaged with new ideas and experiences.
7. Over the summer the children went on different field trips, swam every week and the older children went on additional Friday field trips at different Marin County Parks.

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

Surveys were conducted through the association, but no parents from the program responded to the survey. Next year we will have them printed and an event, so the parents can fill it out at pick up and with assistance. I do not have access to the surveys conducted by San Rafael City Schools. We've maintained our partnership with SRCS to operate programs at the Al Boro Community Center.

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

I think that parents did not fill out the survey because they were only offered online. Next year we will have the surveys printed as well and have an event where parents can come fill it out at pick up, during the last week of camp.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

Al Boro YMCA provides a safe, nurturing, and enriching experience. At the Al Boro YMCA children from two different schools come together and become apart of the YMCA. We offer a rotation of different arts & crafts and games when the kids are on site.

Over the summer, through swimming and field trips children are given the unique opportunity to learn, grow and explore places that may be new and unfamiliar to them. Many of the youth are still learning how to swim. For many of the youth this past summer they went out into nature throughout Marin County. The progression and growth as they familiarize themselves with the swimming pool each week is truly heartwarming. Each week when we go on different field trips the children face consistently light up with excitement. It's so rewarding to see the children interact in new environments, with new people and continue to build community with each other.

Expense	6 week summer session	#	Per Youth
Staffing	\$56,154.58	70	\$802.21
Transportation	\$10,800.00	70	\$154.29
Supplies	\$15,000.00	70	\$214.29
Program entrance fees	\$10,000.00	70	\$142.86
Admin	\$14,554.01	70	\$207.91
TOTAL	\$106,508.59		\$1,419.78



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item # 5.A.**

TITLE: Marin YMCA 2024/2025 Afterschool Program

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant the YMCA a fee reduction or waiver for use of the rooms necessary to conduct a 2024/2025 afterschool program for Canal children at the Albert J. Boro Community Center and Pickleweed Park Monday through Friday, August 12, 2024 through June 13, 2025, excluding holidays and closures, with permission for City staff to grant additional space on a day-to-day basis, depending on availability.

BACKGROUND

The Albert J. Boro Community Center & Pickleweed Park has hosted YMCA learning hubs, summer camps and afterschool programs, supported by the San Rafael City School District, since the pandemic to support Canal youth, and their families.

The program is free to all participants who are identified and referred to the YMCA by the student's school.

The application requests use of many of the Center's rooms and amenities. As was done in the past with both the Kids Club program and YMCA programs, in order to accommodate other offerings in the facility, the City co-sponsored and provided the YMCA with three meeting rooms and the picnic area daily. Additional rooms are granted on a daily, space available, basis. The listed fiscal impact of the program, therefore, reflects the base fees and not the extras that will be added during the period of use.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, YMCA staff will be present to provide a program overview and support their

application which is before the Committee. Committee members will then have opportunity to ask questions of YMCA staff.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The non-profit value of the granted full co-sponsorship for the meeting rooms and picnic area total \$46,638.00, while still retaining space for other programs. The fee waiver potentially results in lost revenue to the City should a paying program be interested renting the facilities at that time. The co-sponsorship amount will also be charged against the \$144,200 available annually for co-sponsorship.

ALTERNATIVE ACTION

No action is required by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Co-Sponsorship Application, Final Report and Supporting Documents



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 02/26/2024 Revision Dates (if applicable) _____

Title of Program: YMCA @ Al Boro

Co-sponsoring agency or individual: YMCA of San Francisco; Marin Branch

Address: 1500 Los Gamos Dr. San Rafael, Ca 94903

Telephone: 415-492-9622 Ext. _____

Email: Bgebreyesus@ymcasf.org

Website: ymcasf.org/marin

Non-Profit 501c3 Number: [REDACTED]

Principal contacts:

Name: Bethel Gebreyesus Phone: [REDACTED] Email: Bgebreyesus@ymcasf.org

Is this a first time program at Pickleweed? Yes No

If no, start date of original program: 8/12/2024 Location: Albert J. Boro Community Center

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

In partnership with the San Rafael City Schools we will provide a safe and enriching environment for the students at Bahia Vista and San Pedro. We provide academic support, enrichment activities and social-emotional support for the youth.

Proposed Start Date: 8/12/2024 Proposed End Date: 6/13/2025

Number participants estimated: 70 Maximum number estimated: 70

Target age group: TK-5th

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day:	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Time:	<u>2-6pm</u>	<u>2-6pm</u>	<u>12-6pm</u>	<u>2-6pm</u>	<u>2-6pm</u>	<u>X</u>	<u>X</u>

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 46,638.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? _____ How will the proceeds be used?

Describe your community outreach plan and how you will advertise:

Students are identified through the San Rafael City Schools District to provide care for youth living in the canal community. no advertising will be done for this program.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

Children will have a safe space - emotionally and physically
Children will have a supportive environment where they can explore, learn and grow
Children will interact positively with the staff and each other
Children will engage with new ideas and experiences

Measurement for Outcome

Program Measurement Quality Index (PQMI) - survey for participants 3rd-5th grade and families for direct feedback on their program experience

Measurements:

How do you plan to track attendance? Attach a copy of your form.

Aeries & Paper Sign in & Out sheets.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Core+HHcombo_3-5_PAPER_ENG
YMCA of San Fransisco Youth Core Survey

What other forms or measurement tools will you use? Attach copy.

None: all are attached

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Bethel Gebreyesus - Director of Youth Development; bgebreyesus@ymcasf.org; [REDACTED]
Anahi Sanchez - Al Boro Site Coordinantor; ansanchez@ymcasf.org; [REDACTED]
Jeanie Calagui - Director of Youth Development; jcalagui@ymcasf.org; [REDACTED]
Torrey Kelly - Associate Executive Director; tkelly@ymcasf.org; [REDACTED]
Jordan James - Senior Director of Youth Development; jajames@ymcasf.org; [REDACTED]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
San Rafael City Schools	\$349,057.13	

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

Core+HHcombo_3-5_PAPER_Eng
YMCA of San Fransisco Youth Core Survey
24-25 Al Boro rough budget



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

YMCA @ Al Boro

Report prepared by:

Name Bethel Gebreyesus Title Director of Youth Development

Date submitted: 02/26/2024

Date program completed: 6/13/2024

How many total people were served? 70

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

- 1.Children will have a safe space - emotionally and physically
- 2.Children will have a supportive environment where they can explore, learn and grow
- 3.Children will interact positively with the staff and each other
- 4.Children will engage with new ideas and experiences
- 5.Children completed a 6-week Tennis Enrichment in Partnership with Serving Up Hope

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

Surveys are administered at the end of the year. The program is still in session.

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

Children continue to receive academic, emotional and tangible support from the AI Boro YMCA staff. Children in the program engage with new ideas and develop their social emotional skills by working with their peers. In partnership with Serving Up Hope, children in the program completed a 6-week Tennis basics Enrichment. Through the Tennis program children learned team-work, problem solving, strategy, and good sportsmanship.

Al Boro ASP(August-June)

Budget based on serving 75 youth

School year program	Per 4 week session, assuming ASP hours 2-6pm									
School year program	Payrate	Hours	Subtotal	FICA	WC	UE	Benefits	Total		Session
Staff #1	\$22.00	22	\$484.00	\$37.03	\$10.89	\$9.68		\$541.60		
Staff #2	\$22.00	22	\$484.00	\$37.03	\$10.89	\$9.68		\$541.60		
Staff #3	\$22.00	22	\$484.00	\$37.03	\$10.89	\$9.68		\$541.60		
Staff #4	\$22.00	22	\$484.00	\$37.03	\$9.00	\$9.68		\$539.71		
Staff #5	\$22.00	22	\$484.00	\$37.03	\$11.00	\$9.68		\$541.71		
Mental Health Support Staff	\$42.00	10	\$420.00	\$32.13	\$12.00	\$8.40	\$350.00	\$472.53		
Site Coordinator	\$28.00	40	\$1,120.00	\$85.68	\$25.20	\$22.40	\$700.00	\$1,253.28		
SRCS programs Site Director	\$35.00	20	\$700.00	\$53.55	\$15.75	\$14.00	\$350.00	\$783.30		
			\$-	\$-	\$-	\$-		\$-		
Executive Supervision/Support								\$650.00		
							\$1,400.00	\$5,865.31	4	\$24,861.24
Expense	Total per month	# of Youth	Per Youth per month	24-25 SY Total						
Staffing	\$24,861.24	75	\$331.48	\$248,612						
Supplies	\$3,750.00	75	\$50.00	\$37,500						
Admin	\$6,294.47	75	\$83.93	\$62,945						
Start up supplies				\$0						
TOTAL	\$34,905.71		\$465.41	\$349,057.13						



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.B.**

TITLE: Tamalpais Adult School: English as a Second Language Class

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver for the use of an Albert J. Boro Community Center Meeting Room on Monday and Wednesday mornings to Tamalpais Adult School.

BACKGROUND

Tamalpais Adult School provides free English as a Second Language class at the Albert J. Boro Community Center to “support adult learners, many of whom have been underserved in education, to thrive in their community, learn English.” The program targets local parents, especially those whose children attend nearby Bahia Vista Elementary School.

The term of the proposed adult program is from September 9, 2024 through May 28, 2025, with breaks during school holidays. Tamalpais Adult School is requesting a full fee-waiver valued at \$3,240.00 for use of a Meeting Room on Mondays and Wednesdays from 8:30 am to 11:00 am.

Per the Co-Sponsorship guidelines for renewal applications, a Final Report of the program’s previous co-sponsored use is included with the application for the Pickleweed Advisory Committee’s review.

The activity fits well in the Center’s schedule and purpose and is well received by the community participants.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, Tamalpais Adult School staff will be present to provide a program

overview and support their application which is before the Committee. Committee members will then have an opportunity to ask questions of Tamalpais Adult School staff.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The resident/non-profit value of the co-sponsorship totals \$3,240.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Meeting Room at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Use Agreement Application, Final Program Report and Supporting Information



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: March 6, 2024 Revision Dates (if applicable) _____

Title of Program: Tamalpais Adult School, English as a Second Language Classes

Co-sponsoring agency or individual: _____

Address: 375 Doherty Drive, Larkspur, CA 94939

Telephone: (415) 945 3780 Ext. _____

Email: JNaish@tamdistrict.org

Website: www.tamadulted.org

Non-Profit 501c3 Number: LEA

Principal contacts:

Name: Sue Hall Phone: 415. 945 1057 Email: Shall@tamdistrict.org

Is this a first time program at Pickleweed? Yes **No**

If no, start date of original program: 2018-19 Location: Albert J. Boro Community Center

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

Tamalpais Adult School provides free ESL, GED, High School Diploma and Home Care Aid classes to adults in Marin County. TAS partners with school districts, College of Marin, Marin Adult Education Consortium, and non-profit organizations to support adult learners, many of whom have been under-served in education, to thrive in their community, learn English, attain high school equivalency, attend college, and earn a family-sustainable wage. Tam Adult School is a WASC accredited school and is celebrating over 90 years of service to adult learners in Marin County.

Proposed Start Date: September 9 2024 Proposed End Date: May 28 2025

Number participants estimated: 20 Maximum number estimated: 30

Target age group: Parents at Bahia Vista, community adults

Requested Rooms:

- Classroom #
- Teen Activity Room
- Gymnasium
- Community Room
- Computer Lab
- Playing Field #
- Art Room
- Kitchen
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: 8:45 am - 11:00 am

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 3,240.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? _____ How will the proceeds be used?

N/A

Describe your community outreach plan and how you will advertise:

Tam Adult School advertises its programs widely via website, social media outlets, Instagram posts, Facebook groups, flyers, mailers, paid advertising (Rec Center Catalogs), through the Marin Adult Education Consortium, word-of-mouth, email, English Language Advisory Committees, and through Bahia Vista outreach to parents of students attending school.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

Tam Adult School has enjoyed a partnership with Albert J. Boro and Bahia Vista Elementary School for 7+ years and has successfully provided ESL classes to San Rafael parents who assess at the lowest level of English language proficiency.

CASAS reading assessments are conducted for each enrolled student prior to classes beginning and once again after 50+ hours of instruction. EI Civics assessments are conducted five times per school year to measure student learning in areas such as community resources, employment skills, and utilizing technology.

Regular attendance is required and student persistence is reported quarterly. Regular semi-weekly attendance is expected of students and most students will record a minimum of 60 direct instructional hours throughout the fall and spring semesters.

Measurement for Outcome

1. Apply language, critical thinking and transferable skills to real-world contexts

Measurement: EL Civics written and oral assessments after 30 hours of instruction (EI Civics Units include Qualities of An Effective Employee, Community Resources, and Utilizing Technology to Communicate), and CASAS scores for all students measuring growth with pre and post assessments after 50 hours of instruction per student. CASAS individual score reports are available and will be used to differentiate curriculum.

2. Use our College of Marin and Marin County partnerships to increase learning and use of community resources and transition opportunities

Measurement: Introduction to community resources in Marin County, transition planning appointments with COM counselor, college guest presentations, partner presentations on employment support services, CAL WORKS, bilingual support services, health presentations (Narcana, etc.), EI Civics assessments including "Community Resources", and student surveys.

3. Increase access to technology and develop digital literacy skills to access, analyze and communicate information

Measurement: EI Civics assessments including "Utilizing Technology to Communicate" Unit Test, teacher assessments of computer skills such as using the Internet, emailing, applying for employment and courses/education, and instructional tools such as Zoom and Google Suite tools. A Tech 4 Life component is taught each semester. Chromebooks are loaned to students as needed and the instructor uses iPhone accessible programs. TAS utilizes student surveys and TopsPro data reporting tools regularly. Student data is shared with TAS teachers for curriculum and program improvement. All data is reported to TAS director quarterly.

Measurements:

How do you plan to track attendance? Attach a copy of your form.

Attendance is taken at each class session using the ASAP student information system. Attendance is reported weekly and reviewed monthly and quarterly. Calls/texts/emails are made to students who are absent and staff follow up with students who are no longer attending or who have missed 3+ class sessions.

CASAS pre- and post- assessments are compared for each student to determine learning gains achieved, EI Civics assessments passed, and total attendance hours achieved.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Students are provided with a Google survey (updated annually with whole staff input) at least one time per year to assess their satisfaction with the program, provide a confidential voice for program improvement, and to solicit feedback. It is a very useful and valuable tool for program improvement. The student survey is provided in English and Spanish. Google translate allows for translation of the survey in many additional languages.

What other forms or measurement tools will you use? Attach copy.

N/A

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Cindy Winship, ESL Teacher - cwinship@tamdistrict.org [REDACTED]
Isabel Farga, Secretary at Tam Adult School - Ifarga@tamdistrict.org
Monica McMillan, Secretary at Tam Adult School - mmcmillan@tamdistrict.org
Luiza Bertozo, Paraeducator at Tam Adult School - lbertozo@tamdistrict.org
Rebecca Nowlen, Marin Adult Education Outreach Coordinator - rnowlen@tamdistrict.org

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
Mari Kernan, Principal at Bahia Vista School		Support in marketing, enroll

Attach a program budget. - See End Of Year Report 2022-23.

Section VI Attachments

List all attachments submitted with this application

ESL morning attendance sample report - ASAP (January 2024)
ESL morning learning gains, total hours of attendance, pre-post tests by student
EL Civics Schedule and Topics covered (2023-2024)
EI Civics assessments and student scores
2022-23 TAS End of Year Report (23-24 Report available after September 2024)
2022-23 End of Year Student Survey (23-24 Survey available after May 2024)



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

Tamalpais Adult School, English As A Second Language Class

Report prepared by:

Name Sue Hall Title Assistant Director

Date submitted: March 6 2024

Date program completed: May 2024

How many total people were served? 11

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

Apply language and critical thinking to real-world contexts; Use school and community resources to enhance learning; Acquire digital literacy skills to access information

Attendance: As seen on the attached report, 11 students are attending the morning ESL class regularly, total attendance hours is 516 for the class, average attendance for the year (at time of this writing) is 43 hours over the course of the year per student. This indicates student attendance is strong. Please see attached attendance report.

All students (10 plus hours) have participated and passed between 2-3 EL Civics units which is a measurement of learning gains. All students now use their personal loaner Chromebooks to access their emails, instruction and assignments, and online learning tools and websites. Students use their Chromebooks to take El Civics assessments and use the devices at home to complete additional practice assignments. The CASAS tests have been administered and will be given again in May to assess student growth. See attached learning gains report.

ESL teacher Cindy Winship continues to remain dedicated to the program and provide students with a strong community classroom experience at Albert J. Boro Community Center.

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

Attached documents show student hours of attendance and student learning for this 2023-2024 school year to date.
ASAP Attendance: average attendance hours per student enrolled in the AM class is 43 direct instructional hours (and growing).
EL Civics assessments: Over 100% of the class has passed at least 2 EL Civics assessments at the time of this writing, expectation is that most students in class will pass the 3-4 EL Civics assessments by the end of the year.
CASAS assessments will be given in May and we expect to see learning gains after 60 hours of instruction.
2023-24 Student Satisfaction Survey: results will be available in mid-May 2024
2023-24 End of Year Report: available in September 2024

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

We met our objectives but hope to see additional learning gains with students after increasing their access to technology. For example, all students now have Chromebooks on loan to help support learning and skills practice at home.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

Tam Adult School is thankful for the opportunity to partner with the city of San Rafael's Albert J. Boro Community Center by providing adult learners access to free English classes. Providing a central location to access free education classes is vital in the Canal area of San Rafael.

The morning ESL class has been very successful, attendance is strong as are learning gains. This time is an alternative to many students who cannot attend evening classes. Cindy Winship is an experienced, dedicated teacher who has enjoyed working at AJB for years. We look forward to continuing a partnership with Albert J. Boro Community Center to serve adult learners who live primarily in the surrounding neighborhood.

ESL Bahia Vista Multilevel

Tamalpais Adult School Attendance Sheet

Class Code 30002
 Days of week Mo Wed
 Time 08:30 AM-10:30 AM
 Instructor Winship, Cindy
 Location Albert J Boro Community Center

Department All Departments

#	StudentName			12/04	12/06	12/11	12/13	12/18	12/20	12/25	12/27	01/01	01/03	Total	ClsTot
1	student			02:00	02:00	02:00	02:00							08:00	38:00
2	student													00:00	26:00
3	student				02:00	02:00	02:00							06:00	44:00
4	student			02:00	02:00	02:00	02:00							08:00	30:00
5	student			02:00	02:00									04:00	38:00
6	student			02:00		02:00	02:00							06:00	36:00
7	student				02:00	02:00	02:00							06:00	38:00
8	student			02:00	02:00	02:00								06:00	34:00
9	student			02:00	02:00	02:00								06:00	44:00
10	student			02:00	02:00	02:00	02:00							08:00	36:00
11	student				02:00	02:00								04:00	24:00
12	student				02:00		02:00							04:00	32:00
		TOTAL ATTENDANCE												66:00	442:00

Class Attendance Summary Report

Tamalpais Adult School

09/01/2023

01/29/2024

2023-2024

Code	Class	Department	Location Facility/Room	Capacity Enrolled	Start Date End Date	Start Time End Time	Days Instructor	Sch Days Sch Hours	St. with att Sum of Hours
30002	ESL Bahia Vista Multilevel		Albert J Boro Community Center Room B	50 11	07/03/2023 06/26/2024	08:30 AM 10:30 AM	Mo We Winship, Cindy	43 86:00	15 516:00
TOTAL 1								43 86:00	15 516:00

Student ID	Name	CASAS Pre-test	CASAS Post-test	El Civic 16.5	EL CIVIC 13.6	El Civic 33.7	Hours
9851503		81RX/214	83R/208	P	P		45
12091912		185R/216	186R/211	P	P	P	61
9775224		83R/191	84R/199	P	P	P	43
11004321		81RX/218	83R/218	P	P	P	57
11076889		83R/229	185R/226	P		P	48
12044389		81R/209	83R/202	P	P	P	61
11076895		81RX/208	83R/195	P	P	P	69
12066273		81RX/208	83R/199	P	P	P	56
12327129		81RX/188	82R/195	P	P	NP	39
12508963		625R/209				P	10
11028807		83R/215	83R/209	P	P		36



03/05/2024
19:32:52

EL Civics Additional Assessment Detail

Page 1 of 1
ELCAAD17

Agency: 9542 - Tamalpais Union High School District (TUHSD) Program Year: 2023-2024

Student		231 Funding								243 Funding								G & H 965C 966C	CIT 973S 974S	Total			Earned								
		AA1	T	P	AA2	T	P	AA3	T	P	AA4	T	P	AA1	T	P	AA2			T	P	AA3	T	P	AA4	T	P	T	P	PP	DR
		9851503	165C	1	Y	136C	1	Y																							
11135502	165C	1	Y																									1	1	0	15b
12091912	165C	1	Y	136C	1	Y	337C	1	Y																			3	3	3	
12047225																															02
9775224	165C	1	Y	136C	1	Y	337C	1	Y																			3	3	3	
10565592																															02
11004321	165C	1	Y	337C	1	Y	136C	1	Y																			3	3	3	
11025265	165C	1	Y	136C	1	Y																						2	2	2	
12044389	165C	1	Y	136C	1	Y	337C	1	Y																			3	3	3	
11076889	165C	1	Y	337C	1	Y																						2	2	2	
12044730																															02
11076895	165C	1	Y	337C	1	Y	136C	1	Y																			3	3	3	
12491197	165C	1	Y																									1	1		02
12066273	165C	1	Y	136C	1	Y	337C	1	Y																			3	3	3	
12327129	165C	1	Y	136C	1	Y	337C	1	Y																			3	2	2	
12508963	337C	1	Y																									1	1		02
11028807	165C	1	Y	136C	1	Y																						2	2	2	
Total: 17																															
	T			14		11			7	0		0	0		0	0		0	0		0	0		0	0		0	32		28	
	P			14		11			6	0		0	0		0	0		0	0		0	0		0	0		0	31			

Legend
T = Number of tests administered
P = Passed
Strikeouts - Indicate tests not considered for SODS

2023-2024 EL Civics Schedule

EL Civics - CASAS Website

[In Case of an Emergency 16.5](#)

[Community Resources 13.6](#)

[Employment Resources 33.7](#)

[Qualities of an Effective Employee 37.3](#)

[Using Technology to Communicate 48.1](#)

Redwood HS ESL	Bahia Vista ESL
<p>September - Introduce Civics # 1 In Case of an Emergency 16.5 TAS Website In Case of an Emergency Handling a Medical Emergency - ELII Medical Emergency Dialogs - ELII ELII Calling 911</p>	<p>Sept - Introduce Civics # 1 In Case of an Emergency 16.5 TAS Website In Case of an Emergency Handling a Medical Emergency - ELI Medical Emergency Dialogs - ELII ELII Calling 911</p>
<p>November 2nd - 9th Assess Civics #1</p>	<p>November 2nd - 9th Assess Civics #1</p>
<p>November - Introduce Civics #2 Community Resources 13.6 TAS Website Community Resources ELII Canceling an Appointment</p> <p>December 11th-15th Assess Civics #2</p>	<p>November - Introduce Civics #2 Community Resources 13.6 TAS Website Community Resources ELII Cancelling an Appointment</p> <p>December 11th-15th Assess Civics #2</p>
<p>January - Introduce Civics #3 Employment 33.7 Stand Out Unit 7 ELII Job Ads, Real World Reading ELII Interviewing for a Job</p>	<p>January- Introduce Civics #3 Employment 33.7 Stand Out Unit 7 ELII Job Ads, Real World Reading ELII Interviewing for a Job</p>
<p>February 12th-16th Assess Civics #3</p>	<p>February 12th-16th Assess Civics #3</p>
<p>February 26th - Introduce Civics #4 Qualities of an Effective Employee ELII Work Schedules TAS Website Qualities of an Effective Employee Stand Out Unit 7</p>	<p>February 26th- Introduce Civics #4 Qualities of an Effective Employee 37.3 ELII Work Schedules TAS Website Qualities of an Effective Employee Stand Out Unit 7</p>
<p>April 1st - 5th Assess Civics #4</p>	<p>April 1st - 5th Assess Civics #4</p>
<p>April 15th- Introduce Civics #5 Utilizing Technology to Communicate TAS Website Utilizing Technology to Communicate Stand Out Unit 7 Lesson 5 ELII Using the Internet</p>	<p>April 15th Introduce Civics #5 Utilizing Technology to Communicate TAS Website Utilizing Technology to Communicate Stand Out Unit 7 Lesson 5 ELII Using the Internet</p>
<p>May 13th - 16th Assess Civics #5</p>	<p>May 13th - 16th Assess Civics #5</p>



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.C.**

TITLE: DrawBridge- Weekly Expressive Art Groups

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver for use of the Albert J. Boro Community Center Art Room on Monday afternoons from September 9, 2024 through August 25, 2025, excluding holidays and closures.

BACKGROUND

DrawBridge has been offering their Weekly Expressive Art Groups at the Albert J. Boro Community Center since 2013. The City, through the Pickleweed Advisory Committee, has been fully co-sponsoring the rental of the room for the program since 2017. The activity fits well in the Center, especially in the Art Room, and appears to have a core following of children that truly look forward to the program.

DrawBridge offers their Weekly Expressive Art Groups program for children in shelters and affordable housing facilities at the Albert J. Boro Community Center and across the Bay Area. The program provides children a safe, fun, supportive environment where youth ages five to 18 can use art to “build community, process stress, and explore difficult emotions through creative expression.”

The term of the proposed art program is from September 9, 2024 through August 25, 2025. The applicant is requesting a full fee-waiver, valued at \$1,408.00 for use of the Art Room on Mondays from 3:30 pm to 5:30 pm, excluding holidays.

Per the Co-Sponsorship guidelines for renewal applications, a Final Report of the program’s previous co-sponsored use is included with the application for the Pickleweed Advisory Committee’s review.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, DrawBridge staff will be present to provide a program overview and support their application which is before the Committee. Committee members will then have opportunity to ask questions of DrawBridge staff.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The resident/non-profit value of the rental totals \$1,408.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Art Room at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Use Agreement Application, Final Report and Supporting Information



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 3.12.24 Revision Dates (if applicable) _____

Title of Program: DrawBridge Weekly Expressive Art Groups

Co-sponsoring agency or individual: _____

Address: PO Box 2698 San Rafael CA 94912

Telephone: 415.444.0930 Ext. _____

Email: tracy@drawbridge.org

Website: www.drawbridge.org

Non-Profit 501c3 Number: ██████████

Principal contacts:

Name: Tracy Bays-Boothe Phone: ██████████ Email: ██████████

Is this a first time program at Pickleweed? Yes No

If no, start date of original program: 2013 Location: Art Room

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

For over 35 years, DrawBridge has provided free expressive arts programs for children in shelters, affordable housing facilities, and community centers across the Bay Area. Always free, DrawBridge programs are offered where children live, removing barriers of access for the families we serve. DrawBridge's trained facilitators and volunteers provide children a fun, supportive environment to explore playful creativity that is critical to healthy development and emotional well-being.

Proposed Start Date: September 2024 Proposed End Date: August 2025

Number participants estimated: 450 Maximum number estimated: 450

Target age group: _____
DrawBridge programs are open to children ages 5-18 but the majority

Requested Rooms:

- Classroom # Community Room Art Room
 Teen Activity Room Computer Lab Kitchen
 Gymnasium Playing Field # Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: 3:35-5:30 pm each Monday, excluding holidays

Fee Reduction Request

- 25% 50% 75% 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 1,408.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? _____ How will the proceeds be used?

DrawBridge programs are always free for the children we serve.

Describe your community outreach plan and how you will advertise:

Flyers and notices will be provided on site to encourage attendance. In addition, DrawBridge will increase marketing efforts of programs through social media channels and regional event calendar updates. Parents of children previously involved will receive text notification of start dates.

In what languages will your marketing materials be distributed?

- English Spanish Vietnamese Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

1. To provide a weekly art group that helps children develop a sense of group cohesiveness, compassion, creativity, and self-confidence.
2. To provide an outlet for the creative emotional expression for children which may not be regularly available in other settings.
3. To serve 50 or more unduplicated young people from a variety of backgrounds, who will attend the group 450 times or more per calendar year.

Measurement for Outcome

1. Children will be offered encouragement, non-judgmental respect, and compassion each time they attend a group. Creative exploration will be fostered as well as their enjoyment of the process, promoting feelings of self-worth. Collaborative learning and encouragement of others will be modeled by facilitators and encouraged with the group. Qualitative feedback will be gathered from children, facilitators, volunteers, and site staff around these outcomes.
2. Short and long-term qualitative measurements of wellbeing will be gathered including anecdotal feedback, observations, and opportunities for self-reporting. DrawBridge will solicit evaluations and document feedback from children and their caregivers.
3. Success will also be measured by the number of individual children served as well as the number of child visits to DrawBridge groups at each site.

Measurements:

How do you plan to track attendance? Attach a copy of your form.

Participants sign in as they arrive, and facilitators track attendance at each group. Attendance information is submitted monthly to DrawBridge through an online attendance portal in which facilitators upload information on each group. A screen shot of DrawBridge's attendance form and online facilitator portal is attached.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Children are asked about their experience and feelings about DrawBridge programs. Caregivers are asked what they notice about their children after participating in DrawBridge programs. Samples from the most recent caregiver and participant surveys are included as an attachment. Observations, program feedback, and testimonials are also gathered from volunteers and facilitators.

What other forms or measurement tools will you use? Attach copy.

In addition to current evaluation strategies, DrawBridge will embark on a comprehensive program evaluation in 2024. Children, families, facilitators, volunteers, and partner site coordinators will be invited to participate in qualitative post-program evaluations to measure impact and identify successes and opportunities for program improvement.

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Kathleen Keating, Art Group Facilitator
[Redacted]
Sarah Yazdani, Program Manager
[Redacted]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
We do not receive direct funds for this group.		

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

- Application Form
- Program Budget
- Outcome Statement Form (included in application)
- Community Outreach Plan (included in application)
- Attendance Reporting Requirements
- Program Evaluation Form
- Final (or Interim) Report (Renewals Only – included in this application)



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

DrawBridge Weekly Expressive Art Groups

Report prepared by:

Name Tracy Bays-Boothe Title Executive Director

Date submitted: 3.12.24

Date program completed: Ongoing

How many total people were served? 334 (to date)

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

1. To provide a weekly art group that helps children develop a sense of group cohesiveness, compassion, self-discipline, and self-worth.
2. To provide an outlet for emotional expression which may not be available to them in any other environment.
3. To serve 50 or more unduplicated young people from a variety of backgrounds, will attend the group 450 times or more.

To date, DrawBridge programs at the Albert J. Boro Community Center have served an estimated 65 unduplicated children with a total program attendance of 334 children since the beginning of the grant period. This year, as part of DrawBridge's free weekly expressive arts groups, participants at the Boro Center have enjoyed holiday distributions of art supplies and Creativity Kits from our partners at Blick Art Materials, opportunities to participate in San Rafael's Day of the Dead events, and expanded program opportunities including DrawBridge's Summer Art Adventures program and new annual children's exhibition "Drawn Together: Celebrating DrawBridge Youth Artists." The average attendance for DrawBridge programs at the Albert J. Boro Community Center has been consistently strong and we anticipate meeting our annual attendance goals of 450 children served by the end of August as stated in our application.

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

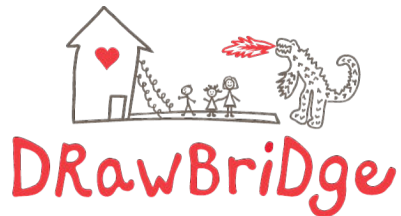
1. Children will be offered encouragement, non-judgmental respect, and compassion each time they attend a group. Creative exploration will be fostered as well as their enjoyment of the process, promoting feelings of self-worth. Collaborative learning and encouragement of others will be modeled by facilitators and encouraged with the group. Qualitative feedback will be gathered from children, facilitators, volunteers, and site staff around these outcomes.
2. Short and long-term qualitative measurements of wellbeing will be gathered including anecdotal feedback, observations, and opportunities for self-reporting. DrawBridge will solicit evaluations and document feedback from children and their caregivers.
3. Success will also be measured by the number of individual children served as well as the number of child visits to DrawBridge groups at each site.

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

We anticipate meeting our objectives this year and expanding evaluation offerings in 2024 to measure program impact not only at the Boro Center but across the community at large to better serve the families and children who participate in our programs.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

DrawBridge has offered expressive arts programs to the Canal community for over 25 years. This past year, the number of children served by DrawBridge increased by 250%, reaching more than 5,000 families. Working in collaboration with site directors and long-time artist and facilitator Kathleen Keating, a San Rafael native, DrawBridge is looking forward to once again offering free expressive on-site arts programs to children at the Albert J. Boro Community Center.



PROGRAM BUDGET, FYE 24

One site, based on 45 sessions per year

Facilitators	\$3600
Community Artists	\$1000
Program Manager	\$3500
Payroll Taxes	\$1000
Art Materials and Supplies	\$1500
Training and Recruitment	\$1500
Marketing and Advertising	\$100
Printing	\$100
Insurance	\$200
Supplies Storage	\$200
TOTAL	\$12,700

DrawBridge Online Attendance Forms (completed weekly by Facilitators and DrawBridge Staff)



[About Us](#) + [Our Work](#) + [News](#) + [Ways to Help](#) + [Shop](#)

[Donate Now](#)

Protected: Facilitator Weekly

>>MONTHLY HOURS / ATTENDANCE

Instructions: Click the link above to log monthly attendance information in the Google document; choose the tab with your site location (i.e., Columbia Park, Beale Street, etc.) and fill in all information.

Type and press enter to search.

Recent Posts

[New! Photographer's New Show Benefits DrawBridge](#)

[DrawBridge Hosts Virtual Summer Camp in July/August](#)

[Field Trips: Successfully Connecting Despite the Distance](#)

[Help Kids Reconnect Through Art](#)

[Meet Tracy Day-Scottie, the New Executive Director of DrawBridge](#)

LOG YOUR WEEKLY HOURS FOR PAYMENT

Refresh page to get a new weekly form

Facilitator Name *

Email my receipt *

Group Site *

Group Type *

Group Date *

(mm/dd/yyyy)

Number of Kids Attending *

Assistant Name

Assistant Hours

Expenses for Reimbursement (total \$\$)

Expenses Description

You can submit receipts (pdf or jpg) using the "Photo Upload" button

Add a story, quote or photo below

Your stories spread and help promote DrawBridge

Was there a magic moment in your group this week?

Are you including file attachments? *

Yes

No

File/Photo Upload (Include name with child photos *)

No file chosen

Submit receipts, documents and teaching photos from your device (optional). *When uploading a child's photo please include their first name and first initial of last name (e.g. John D.)



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.D.**

TITLE: Parent Services Project: Aprendiendo Juntos

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver for use of the Albert J. Boro Community Center's Multipurpose Room on Thursdays to Parent Services Project from September 5, 2024 through June 6, 2025, excluding holidays and closures.

BACKGROUND

Parent Services Project has utilized the Albert J. Boro Community Center for their Aprendiendo Juntos (Learning Together) program since 2007. The program has been co-sponsored by the Pickleweed Advisory Committee and has been popular in attendance over the years, thus reflecting community interest and need.

The developmental playgroup for children 0-5 years old and their parents/caregivers, teaches parenting skills and helps parents strengthen their relationship with their child. In addition to encouraging the healthy development of infants and young children, the program helps build a support network in the community and provides connections to community resources, organizations and programs.

The term of the proposed pre-school age program is from September 5, 2024 through June 6, 2025. Although listed on the co-sponsorship application, the applicant is aware that the Multipurpose Room is not available for co-sponsorship on Fridays and is prepared to pay for the room on that day through the City's traditional rental application process. Parent Services Project is therefore requesting a full fee-waiver, valued at \$9,823.00 for use of the Multipurpose Room on Thursdays from 9:00 am to 2:30 pm, excluding holidays and closures.

Per the Co-Sponsorship guidelines for renewal applications, a Final Report of the program's previous co-sponsored use is included with the application for the Pickleweed

Advisory Committee's review. The applicant noted that due to the application timeline, specific 2023-2024 program data has not yet been compiled but they anticipate 100% of their outcomes will be met.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, Parent Services Project staff will be present to provide a program overview and support their application which is before the Committee. Committee members will then have opportunity to ask questions of Parent Services Project staff.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The resident/non-profit value of the co-sponsorship totals \$9,823.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Multipurpose Room at that time. However, being that Parent Services Project conducts the program two days at the Albert J. Boro Community Center, the City realizes an estimated \$9,823.00 in revenue for the rental of the Multipurpose Room to Parent Services Project on Fridays.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Use Agreement Application, Final Report and Supporting Information



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 3-13-24 Revision Dates (if applicable) _____

Title of Program: Aprendiendo Juntos

Co-sponsoring agency or individual: Parent Services Project

Address: 79 Belvedere St, Suite 101

Telephone: 415 4977472 Ext. _____

Email: bfregoso@parentservices.org

Website: parentservices.org

Non-Profit 501c3 Number: [REDACTED]

Principal contacts:

Name: Balandra Fregoso Phone: 4 [REDACTED] Email: bfregoso@parentservices.org

Is this a first time program at Pickleweed? Yes No
If no, start date of original program: 2012 Location: Pickleweed

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

Aprendiendo Juntos (Learning Together) is a developmental playgroup for children ages birth-5 years old and their parents/caregivers. The playgroup teaches parenting skills and helps parents strengthen their relationship with their child(ren). Aprendiendo Juntos (AJ) helps parents, family members and caregivers by providing high quality early experiences for children that are crucial for their development. The playgroup includes developmentally rich play activities, parent support and education that encourages the healthy development of infants and young children. We help isolated families to build a support network in the community and we connect them with community resources, organizations and programs according to their needs and interests.

Proposed Start Date: September 5, 2024 Proposed End Date: June 6, 2025

Number participants estimated: 50 per group Maximum number estimated: 50 per group

Target age group: 0-5

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: Thursday's and Friday's 9:00am - 2:30pm

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 9,823.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? none How will the proceeds be used?

none

Describe your community outreach plan and how you will advertise:

The Playgroup Coordinator and parent leaders will distribute flyers and information to the different organizations in San Rafael including WIC, Marin Community Clinic, Post Partum Support Center and Canal Alliance. AJ families recruit friends and neighbors through word of mouth and many families from the previous year will return to the playgroup.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

1. Coordinate 4 interactive developmental playgroups for children ages birth-5 and their caregivers, four times/two days per week, 1.5 hours per group.
2. The interactive playgroup will provide school readiness activities that are developmentally appropriate to the children's ages and will provide caregivers with information and resources to support raising children.
3. Families must live in San Rafael and have limited to no access to early care and education.

Measurement for Outcome

1. 100 families per year are engaged in weekly developmentally appropriate playgroups including bilingual socialization and learning opportunities for children and families.
2. 100% of children identified without insurance will be connected to resources to become insured by year end.
3. 75% of parents will report new knowledge gained about community resources.
4. 75% of parents will indicate that they have seen improvement in their children's readiness for school.
5. 75% of parents will report that they have built knowledge and skills related to parenting and their children's development.
6. 75% of parents will report increased connection with their child(ren).
7. 75% of parents will report increased connection with other parents.
8. Quality, bi-lingual and culturally competent mental health services will be available for all playgroup families who seek support through a partnership with Jewish Family Children's Services

Measurements:

How do you plan to track attendance? Attach a copy of your form.

The attendance will be tracked by a weekly sign in sheet per playgroup.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

All participants will complete a pre and post survey
The survey is completed electronically:
23-24 Pre survey:
https://docs.google.com/forms/d/e/1FAIpQLScxqg0FEEDdsBACJA1WXmQoOXm4dSyj96Qqg2B1VKonf5_Y9Q/viewform?usp=sf_link

Post Survey similar to this 2023 post survey:
https://docs.google.com/forms/d/e/1FAIpQLSfk35K4Q0-eSy4U2_EAn2JuNWGhAPfWI5hcxLVTq9bb3LrMPQ/viewform?usp=sf_link

What other forms or measurement tools will you use? Attach copy.

PSP Intake form and testimonials

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Perla de los Santos
Playgroup Coordinator
[Redacted]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
this section is not working - will include in email		

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

sign in sheet
pre and post survey
projected budget



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

Aprendiendo Juntos

Report prepared by:

Name Balandra Fregoso

Title Executive Director

Date submitted: 3-18-24

Date program completed: 6-7-24

How many total people were served? 116

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

The results of our goals and outcomes will not be determined until June/July once the program has been completed for the year. We will distribute the post surveys mid to late May 2024.

As of this point in time, we believe that 100% of our outcomes will have been met by June 2024.

60 families are participating regularly in Aprendiendo Juntos this year. We will have held over 100 developmental playgroup sessions Sept 2023-June 2024. Playgroup includes developmentally rich play activities, parent support and education that encourages the healthy development of infants and young children.

Aprendiendo Juntos has a positive reputation in the Canal and families know and trust Parent Services Project. We meet parents where they are at and challenge them to learn new ways of engaging with the community and with their families. They are deeply committed to giving their children a better life. Parent Leaders have been doing an amazing job hosting playgroups, growing their professional development skills and creating a supportive learning environment for everyone.

In fiscal year 22-23 Aprendiendo Juntos reached the following performance measures:

- 65 families were engaged in weekly developmental playgroups this year including bilingual socialization and learning opportunities for children and families.
- 100% of children identified without insurance were connected to resources to become insured by year end.
- 100% of parents reported new knowledge gained about community resources.
- 98% of parents indicated that they have seen improvement in their children's readiness for school.
- 98% of parents report that they have built knowledge and skills related to parenting and their children's development.
- 98% of parents report an increased connection with their child(ren).
- 100% of parents report an increased connection with other parents.

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

PSP conducts pre and post surveys in order to evaluate Aprendiendo Juntos. There are parent-child activities, presentations, workshops and referrals throughout the year to help and support families. Jewish Family Children's Services offers Early Childhood Mental Health Consultation as well.

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

A lot has changed for Aprendiendo Juntos since last year. We decided to embrace a new model and train parent leaders to host the playgroups. This has been challenging for org staff as supporting parent leaders requires additional effort. Fortunately, the playgroup hosts have a lot of experience as parents and leaders in the community. We have embraced this model and will be expanding it to our others playgroups in Marin.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

We firmly believe that we will reach all of our performance measures this year. This summer we will be hosting an ECE Adacemy for parent leaders/ECE Promotoras. We will continue to offer behavioral health support and early childhood mental health consultation through the partnership with JFCS and well as individual brief case management for all playgroup families in need. PSP staff are trained in Triple P (Positive Parenting Program) as well as Parent Cafe's, both of which we hope to offer to playgroup families next year.

PSP supports families with young children who live in the Canal through our early literacy program, Raising A Reader, as well as our tech-equity program, Impact Technology. PSP is represented on a variety of advisory boards including, the Child Abuse Prevention Council, the Perinatal Service Network, the Marin Home Visiting Collaborative, The Help Me Grow Leadership Team, the Immigrants Rights & Justice Coalition, The Marin Promise Partnership Leadership Team and The Canal Community Response Team.

**Program Budget
2023-2024**

Agency Name: Parent Services Project

Project Name: Aprendiendo Juntos/ Learning Together

Revenues	Marin First 5		Marin First 5 Total	Additional Support	Total In-Kind Income	Total Grant & In- kind Income
Marin First 5/ Secured/ Canal Area	\$ 100,384.00		\$ 100,384.00			\$ 100,384.00
Marin First 5/ Secured/ West Marin		\$ 59,616.00	\$ 59,616.00			\$ 59,616.00
Bella Vista Foundation/ Secured			\$ -	\$ 50,000.00		\$ 50,000.00
West Marin Fund/ Pending			\$ -	18,000.00		\$ 18,000.00
San Geronimo Valley Comm Center/ Secured			\$ -	15,000.00		\$ 15,000.00
Parent Services Project / Secured			\$ -		4,800.00	\$ 4,800.00
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
TOTAL INCOME	\$ 100,384.00	\$ 59,616.00	\$ 160,000.00	\$ 83,000.00	\$ 4,800.00	\$ 247,800.00

Expense Categories	Expenses / Marin First 5			Additional Expense	In-Kind	Total Cash & In- kind Expenses
A. Project Personnel, list position, % of full time, and monthly salary						
Program Director (5% FTE)	\$ 6,058.00		\$ 6,058.00	\$ 3,904.00		\$ 9,962.00
Family Engagement Worker (100% FTE)	50,000.00		\$ 50,000.00	11,800.00		\$ 61,800.00
Family Engagement Worker (100% FTE)		32,800.00	\$ 32,800.00	29,000.00		\$ 61,800.00
<i>Subtotal, personnel costs</i>	56,058.00	32,800.00	\$ 88,858.00	44,704.00	-	\$ 133,562.00
B. Fringe, as 27% salary	14,326.00	9,666.00	\$ 23,992.00	11,142.00		\$ 35,134.00
Consultant: Assist Family Engagement Workers. Non-employee				\$ 7,200.00		
Total, personnel costs	\$ 70,384.00	\$ 42,466.00	\$ 112,850.00	\$ 63,046.00	\$ -	\$ 175,896.00
Project Operating Expenses:			\$ -			\$ -
C. Rent/Utilities/Janitorial	\$ 9,120.00	\$ 3,662.00	\$ 12,782.00	\$ 7,120.00	\$ 4,356.00	\$ 24,258.00
D. Operating Expenses			\$ -			\$ -
E. Supplies and matreial support for program	3,000.00	2,500.00	\$ 5,500.00	2,738.00	\$ 444.00	\$ 8,682.00
F. Equipment over \$500.00)			\$ -			\$ -
G. Printing & Postage/ educational handout materials for playgroup participants	300.00	300.00	\$ 600.00			\$ 600.00
H. Travel & Training (for Project Personnel)	280.00	6,288.00	\$ 6,568.00	2,096.00		\$ 8,664.00
I. Other Project Costs/ Facility	7,500.00		\$ 7,500.00			\$ 7,500.00
<i>Subtotal Operating Expenses</i>	\$ 20,200.00	\$ 12,750.00	\$ 32,950.00	\$ 11,954.00	\$ 4,800.00	\$ 49,704.00
Total Personnel & Operating Expenses	\$ 90,584.00	\$ 55,216.00	\$ 145,800.00	\$ 75,000.00	\$ 4,800.00	\$ 225,600.00
J. Indirect, not to exceed 10% of budget	\$ 9,800.00	\$ 4,400.00	\$ 14,200.00	\$ 8,000.00		\$ 22,200.00
TOTAL EXPENSES	\$ 100,384.00	\$ 59,616.00	\$ 160,000.00	\$ 83,000.00	\$ 4,800.00	\$ 247,800.00

Comments:



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.E.**

TITLE: Vivalon: Zumba by Vivalon

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver for use of the Albert J. Boro Community Center’s Gymnasium or Multipurpose Room on Thursday mornings for Zumba classes for older adults from September 1, 2024 through August 31, 2025, excluding holidays and closures.

BACKGROUND

Vivalon is interested in continuing to provide an experienced instructor to offer a free weekly Zumba class to older adults at the Albert J. Boro Community Center. Additionally, there continues to be a strong interest in older adult programming in the Canal community.

The term of the proposed older adult program is from September 1, 2024 through August 31, 2025. The applicant is requesting a full fee-waiver, valued at \$2,063.00 for use of the Gymnasium on Thursdays during the school year from 10:00 am to 11:00 am and the Multipurpose Room during the summer, excluding holidays.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, Vivalon staff will be present to provide a program overview and support their application. Committee members will then have the opportunity to ask questions of Vivalon staff.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to

resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The resident/non-profit value of the rental totals \$2,063.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Gymnasium or Multipurpose Room at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Zumba by Vivalon Co-Sponsorship Application, Final Report and Supporting Documents



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 3/12/24 Revision Dates (if applicable) _____

Title of Program: Zumba by Vivalon

Co-sponsoring agency or individual: Vivalon

Address: 999 Third Street

Telephone: 415-456-9062 Ext. _____

Email: info@vivalon.org

Website: vivalon.org

Non-Profit 501c3 Number: 9 [REDACTED]

Principal contacts:

Name: Rebekah Wilson Phone: 415-456-9061 Email: rwilson@vivalon.org

this a first time program at Pickleweed? Yes No

If no, start date of original program: 9/1/2022 Location: Gymnasium

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

Vivalon is working with community centers to bring our experienced instructors and their classes to older adults in underserved communities. We coordinate with our instructors and cover their teaching fees to provide free classes for older adults. In meeting with the staff at the Albert J. Boro Community Center, we learned that there was a need for movement classes for older adults, so we started a weekly Zumba class at Albert J. Boro Community Center taught by the same instructor that teaches at Vivalon. We would like to continue to provide a free Zumba class at Albert J. Boro Community Center once a week.

Proposed Start Date: 9/1/2024 Proposed End Date: 8/31/2025

Number participants estimated: 10 Maximum number estimated: 20

Target age group: Adults 60+

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday **Thursday** Friday Saturday Sunday

Time: 10:00-11:00am

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 2,063.00

Will there be a charge to participants? Yes _____ No X

If so, what will the fee be? _____ How will the proceeds be used?

Describe your community outreach plan and how you will advertise:

Vivalon has 2 publications, one print and the other digital, where we will promote the class. We will also include the class on our website calendar that has a schedule of all our classes. We will also provide center staff with flyers and information for their website and work with center staff to learn about other ways to expand the community outreach plan to successfully fill the Zumba class.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

1) Provide movement opportunity with lower intensity workout focusing on balance, range of motion, and coordination. The class includes all elements of fitness such as cardiovascular, muscular conditioning, flexibility, and balance.

Measurement for Outcome

- 1) Survey participants using our standard program survey (see attached) to report on quality of instruction and overall satisfaction with the class. See how participants self-report on how they are feeling by engaging in movement.
- 2) Track attendance as a percentage of capacity.

Measurements:

How do you plan to track attendance? Attach a copy of your form.

We will provide our instructor with a sign-in sheet for the class that both Vivalon and the center can use to track attendance (see attached for a copy).

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

See our program survey attached.

What other forms or measurement tools will you use? Attach copy.

Feedback from the instructor.

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Jimna Calmell, Zumba Instructor, [REDACTED]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

Sample Attendance Sheet
Sample Survey
Program Budget



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

Zumba by Vivalon

Report prepared by:

Name Rebekah Wilson

Title Programs Supervisor

Date submitted: 3/12/2024

Date program completed: 8/31/2024

How many total people were served? 34 as of 3/24

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

Stated Outcome:

1) Provide movement opportunity with lower intensity workout focusing on balance, range of motion, and coordination. The class includes all elements of fitness such as cardiovascular, muscular conditioning, flexibility, and balance.

Stated Measurements:

- 1) Survey participants using our standard program survey (see attached) to report on quality of instruction and overall satisfaction with the class. See how participants self-report on how they are feeling by engaging in movement.
- 2) Track attendance as a percentage of capacity.

Report on success of meeting outcome as of March 13, 2024:

- 1) We surveyed 6 participants, all of whom attend the class regularly. Of the 6 people surveyed, all reported that they were "very satisfied" with the class and all said that they were "extremely likely" to recommend the class to a friend or colleague. They also all reported as being "very satisfied" with the instructor. Below are some specific comments that were written on the surveys:
 - "This class helps me improve most every day. I feel good after I attend the Zumba class. I'm so satisfied with Zumba class. Jimna is a very good instructor."
 - "So grateful for this free class. We seniors needs to keep moving!"

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

Jimna collected attendance each week on our sign-in sheets (see attached for sample), and we input it into our database to track unique individuals and overall attendance. Thus far we have served 34 unique individuals and have provided 24 Zumba classes. 8 people have taken Zumba 6 or more times and 5 people have taken Zumba 14 or more times between 9/1/23 and 3/12/24.

We also had a program coordinator do a site visit to distribute our standard program survey (see attached) and collect participant satisfaction data/ additional feedback. All participants noted how much they appreciate the big, open, and air-conditioned space that allows them to move around freely and safely.

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

Overall, based on the data and participant feedback, I believe that we have met our objective of providing a "movement opportunity with lower intensity workout focusing on balance, range of motion, and coordination".

One area that we would like to continue to improve in is increasing the class attendance, ideally serving 10+ participants per class. We did update and distribute flyers promoting the class in January and have noticed a few new participants since then. We will continue to circulate flyers and promote the class on a regular basis.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

We feel strongly that the Zumba program is making a positive impact on people's lives based on what they shared in the program survey. Everyone that we surveyed shared only positive things about the class and instructor. Additionally, the instructor continues to share how much she loves teaching Zumba at the Albert J. Boro Community Center. We would very much appreciate the opportunity to be able to continue offering this class free of charge to older adults in the community at the Albert J. Boro Community Center.

Budget for Zumba by Vivalon at Albert J. Boro

Instructor Fees (per class) \$45.00

Number of Classes 50

Total Cost (per year) \$2,250.00

Staff time to coordinate not included



Sign-in Sheet

Class: _____ Instructor: _____

Date: _____ Time: _____

Please print your name as clearly as possible. Thank you!

First Name	Last Name	Notes
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Zumba Survey

Please provide your feedback so we can understand any opportunities to improve.
Thank you!

1. First & Last Name (OPTIONAL):

2. Date:

3. How satisfied were you with the following aspects of the class/program?

	VERY DISSATISFIED	DISSATISFIED	SATISFIED	VERY SATISFIED
Content (what you learned)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectiveness (how well you learned it)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enjoyment (how much you enjoyed the class/program)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Length (how long the class/program was)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Instructor (how well the instructor(s) performed)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please share your comments:

4. Overall how satisfied were you with the class/program?

VERY DISSATISFIED	DISSATISFIED	SATISFIED	VERY SATISFIED
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please share your comments:

5. Participating in Zumba has:

	YES	NO
Helped you learn new information or skill	<input type="radio"/>	<input type="radio"/>
Helped you make new friends?	<input type="radio"/>	<input type="radio"/>
Given you something to look forward to?	<input type="radio"/>	<input type="radio"/>
Had a positive effect on your life?	<input type="radio"/>	<input type="radio"/>
Made you feel less lonely & isolated from others?	<input type="radio"/>	<input type="radio"/>
Improved your overall health?	<input type="radio"/>	<input type="radio"/>
Made you feel happier in general?	<input type="radio"/>	<input type="radio"/>
Improved your quality of life?	<input type="radio"/>	<input type="radio"/>

6. How likely is it that you would recommend Zumba to a friend or colleague?

Not at all likely

Extremely likely

0 1 2 3 4 5 6 7 8 9 10

7. Please explain why you gave that score and any other feedback to help us improve:



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item # 5.F.**

TITLE: Canal FC

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee consider granting The Canal Alliance/ACCESS U Foundation a fee reduction or waiver for use of one Pickleweed Park Soccer Field on Mondays, Wednesdays, and Sundays, from June 17, 2024 to August 31, 2024, with use extended to November 15, 2024 should the Pickleweed Park Enhancement Project be delayed.

BACKGROUND

The past two years, Canal Alliance and Marin FC partnered to offer the Canal FC program to Canal youth. The original intent of the program was to capture older youth who had aged or skilled out of our recreational Canal Mini Soccer League and provide them with a competitive program to continue to develop and possibly play in high school or in competitive clubs. Despite last year's application stating the program's age group was 12 – 16 years old, Canal FC served children 6 – 14 years old in 2023. Staff received feedback from league organizers last November that the 2023 season "had only moderate success", with the primary problem being adequately staffing the program on an administrative side. Ideally, the new partnership with ACCESS U Foundation will provide the support needed. As the Committee is aware, there are other longtime youth soccer programs that utilize the only City owned soccer fields and have had their usage reduced the past two years to accommodate the Canal FC program, who's target is specifically Canal youth. This year, however, Canal FC is only requesting use of one soccer field, thus allowing other programs to potentially utilize the second field.

Section V of the co-sponsorship applications lists potential partners but not the dollar or in-kind amount. Canal FC organizers are currently pursuing multiple funding opportunities. Canal Alliance is prepared to allocate staff time or financial resources to support the success of the initiative.

The applicant is aware that currently the Pickleweed Soccer Fields are scheduled to be closed starting September 1, 2024, due to the Pickleweed Park Enhancement Project's conversion of the fields to all-weather turf. Canal FC is therefore requesting the option to shift their use to June 17 – August 31, 2024, with the option to extend to November 15 should the field project be delayed.

The applicant is requesting a full fee-waiver, valued at \$1,716.00 for use of one soccer field on Mondays and Wednesdays from 4:00 pm to 5:30 pm, and Sundays from 9:00 am to 12:00 pm, excluding holidays. The proposed activity helps to address the needs of many families in the community.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application, representatives organizing The Canal Alliance/ACCESS U Foundation will be present to provide a program overview and support their application which is before the Committee. Committee members will then have an opportunity to ask questions of the applicant.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

FISCAL IMPACT

The non-profit value of a full co-sponsorship for one soccer field totals \$1,716.00 for June 17 through August 31, 2024. A fee reduction or waiver would potentially result in lost revenue to the City, should a paying program be interested renting the fields at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Canal FC Use Agreement Application 2024, Canal FC 2023 Program Summary Report and Proposed 2024 Canal FC Program Budget



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 3/13/24 Revision Dates (if applicable) 3/26/24

Title of Program: Canal FC

Co-sponsoring agency or individual: The Canal Alliance / ACCESS U Foundation

Address: PO Box 292, Kentfield CA 94914

Telephone: 415-305-5575 Ext. n/a

Brad@accessufoundation.org

Email: _____

Website: www.canalfc.com

81-1380491

Non-Profit 501c3 Number: _____

Principal contacts:

Name: Ceci DeLaMontanya Phone: 4156966462 Email: cecidlm@gmail.com

Is this a first time program at Pickleweed? Yes **No**

If no, start date of original program: 8/1/22 Location: Pickleweed Park

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

ACCESS U Foundation and The Canal Alliance are collaborating to extend soccer training, teams and competitive play to underserved youth in the Canal / East San Rafael communities with the soccer program, Canal FC. Specifically there are numerous young players who are new to the area and need both life structure activities and comfortable socialization opportunities. Soccer provides both and the combination of the Canal Alliance and ACCESS U create outreach and a launching pad for youth through soccer. For the last two years the league has operated as a program under Marin FC. This year, with the help of the ACCESS U Foundation, Canal FC will be operating as an independent soccer league under the direction of coach Edwin Tenorio.

Proposed Start Date: 8/1/24 . Proposed End Date: 11/15/24
Or: 6/17 - 8/31/24
Number participants estimated: +/- 60 Maximum number estimated: +/- 100 Alternative
Target age group: 6-12

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: Practice will likely occur after school Mondays and Wednesdays with games Sundays

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 1,716

Will there be a charge to participants? Yes X No _____

If so, what will the fee be? \$125 How will the proceeds be used?

There are various costs for the program, eg. professional coaching, uniforms, league fees, tournament fees, insurance, medical items. The organizers propose to minimize fees through cost savings, sponsorships and fundraising. The exact cost to participants is not fully known at this time. We plan to have a scholarship program to help families who can't afford the full amount.

Describe your community outreach plan and how you will advertise:

Canal FC already has numerous players and families from the area in the club with whom we will communicate this program. Additionally, the Canal Alliance, together with volunteers from Voces del Canal, have specific outreach mechanisms specifically tailored to the youth to be served.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

The organizers hope to effect the following outcomes:

1. Enrollment
2. Retention
3. Satisfaction
4. Advancement

Measurement for Outcome

1. Enrollment - The first measure of success is actually engaging those youth who might enjoy and benefit from the program.
2. Retention - Secondly, keeping the youth playing regularly represents a measurement of affecting the stability of the lives of the youth.
3. Satisfaction - Feedback on satisfaction by the participants will be tracked.
4. Advancement - Canal FC will still work closely with Marin FC to offer opportunities for advancing youth from the initial program to these other levels will demonstrate program success.

Measurements:

How do you plan to track attendance? Attach a copy of your form.

All teams will maintain a roster in the registration tracking system. Coaches track attendance against these rosters for both trainings and games.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Canal FC uses in-person and online meetings conducted in Spanish to get direct feedback on the success of the program.

What other forms or measurement tools will you use? Attach copy.

No other forms of measurement at this time.

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Coaching will be lead by Edwin Tenorio, a former Ecuadorean professional soccer player and supported by professional coaches Martin Vasquez and Adilson Moura. Additional coaching resources will be brought in depending on enrollment numbers.

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
ACCESS U Foundation and others to be determined		
Canal Alliance		
Voces Del Canal		
Individual Donors		

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

Attached please find the following documents:

- Program budget
- 2023 overview

Please note: We understand that the fields may be closed for construction from Sep 1 - Jan 31. We would love to have the option to either hold clinics or a shortened season from Jun-Aug or postpone play to Feb-May.



CANAL FC

Program Summary: Canal FC 2023

In its second year of operation, Canal FC at Marin FC continued to evolve to meet the needs and preferences of players, families and the wider community. Most notably, the age range of players was shifted down to 6 to 14. This impacted registration numbers slightly, but has provided a solid foundation of younger players to build from.

1. Enrollment: The enrollment expectation was targeted to be between 50-100 players. Ultimately 57 total players participated in the 2023 season. There were 10 girls and 47 boys, ranging in age from 6 to 14 years. In total, the registration costs of \$125 per player raised \$5,625 (\$1,500 in participation fees were waived for financial aid). An additional \$1,800 of private donations were received to cover the cost of administrative support, as well as dozens of hours of volunteer time and in-kind donations. The per player fee was slightly raised last year in order to fund a dedicated program coordinator – a key role for the success of the program.

Coaches: Although not directly a metric of program traction, it is important to note that Canal FC was well staffed to ensure quality coaching and care for the players. In addition to several volunteer parents, there were professional, assistant and volunteer coaches supporting the general direction led by coach Edwin Tenorio.

Accounting for weather interruptions, the program fielded approximately 78 hours of instruction.

2. Retention: True retention will be evidenced in the number of players re-enrolling for another season. However, during the season, attendance remained consistently around the expected average for allowing for general absences and schedule conflicts.

3. Satisfaction: Satisfaction is difficult to measure, however in a post program parent meeting it was largely expressed that players and parents were satisfied and looked to see an expanded program in years to come and perhaps an additional season to complement the traditional fall time period. The community loves Soccer!

4. Advancement: Routes are available for players to be identified and onboarded onto other Marin FC competitive training and programs.

With something of a track-record now and continued area awareness, Canal FC looks to expand its enrollment in 2024. Notably for the upcoming season, Canal FC will now be operating as part of ACCESS U Foundation – a non-profit dedicated to closing opportunity gaps among youth soccer. We are excited about this new partnership and grateful for the immense support from Marin FC to get the program built and off the ground.

Proposed 2024 Canal FC Program Budget

Item	Persons	Hours	Cost	Total Cost
Fields	0	102	TBD	TBD
Coaching Administrator	1	TBD	\$ 1,000.00	\$ 1,000.00
Administrative Manager	1	48	\$ 50.00	\$ 2,400.00
Coaching	4	102	\$ 70.00	\$ 7,420.00
Payroll Tax	-	-	-	\$ 557.00
Coaching Equipment	4	-	\$ 375.00	\$ 1,500.00
Field Maintenance	2	24	\$ 40.00	\$ 1,920.00
Field Maintenance Supplies	8	-	\$ 75.00	\$ 600.00
Referees	3	16	\$ 80.00	\$ 3,840.00
Website and Reg Services	0	-	\$ 250.00	\$ 250.00
Insurance	0	-	\$ 1,000.00	\$ 1,000.00
Uniforms	75	-	\$ 50.00	\$ 3,750.00
			Subtotal	\$24,237.00



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.G.**

TITLE: Scouts BSA: Troop 2000

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver for use of the Albert J. Boro Community Center’s Multipurpose Room on Monday evenings from September 9, 2024 through August 25, 2025, excluding holidays and closures.

BACKGROUND

Troop 2000 has proudly called the Albert J. Boro Community Center and Pickleweed Park home since forming in 2000. The City, through the Pickleweed Advisory Committee, has been fully co-sponsoring the rental of the room for the program since the troop’s formation. The activity fits in the Center’s schedule and the Scouts are always agreeable to change rooms or move outside if there is a pressing need to use the Multipurpose Room for a community meeting or event. Troop 2000 regularly gives back to the Center and the Canal community by volunteering and performing special projects in support of an individual member’s Eagle Scout Project. In past years the Scouts have repaired the Centers’ back deck, made improvements and repairs to Pickleweed Playground, repaired park signboards, and performed projects in the Canal Community Garden. The Center also calls on Troop 2000 to support with community events, such as assisting with the Día de los Muertos procession by guiding participants safely through the streets of the Canal neighborhood.

Longtime founder and Scout Master William Coronado has recently retired from leading the Troop, however, parents have taken over the leadership, with support from longtime Troop 2000 Committee Chairman Oscar Guardado, so that the Troop continues to serve Canal teens and youth.

The term of the proposed Scout program co-sponsorship is from September 9, 2024 through August 25, 2025. The applicant is requesting a full fee-waiver, valued at \$4,136.00 for use of the Multipurpose Room on Mondays from 7:00 pm to 9:00 pm, excluding holidays and closures.

Per the Co-Sponsorship guidelines for renewal applications, a Final Report of the program's previous co-sponsored use is included with the application for the Pickleweed Advisory Committee's review.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application and Final Report, Troop 2000 leaders will be present to provide a program overview and support their application which is before the Committee. Committee members will then have opportunity to ask questions of Scouts BSA leaders.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee shall make their co-sponsorship recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The resident/non-profit value of the rental totals \$4,136.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Multipurpose Room at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. 2024-2025 Use Agreement Application for Co-Sponsorship Programs, Evaluation and Troop 2000 Scouts BSA Attendance Sheet



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: 3/25/24 Revision Dates (if applicable) 3/26/2024

Title of Program: Troop 2000 scouts BSA

Co-sponsoring agency or individual: San Rafael Police Association

Address: PO BOX 151557 San Rafael CA 94915-1557

Telephone: 4 [REDACTED] Ext. _____

Email: [REDACTED]

Website: _____

Non-Profit 501c3 Number: 2 [REDACTED]

Principal contacts:

Name: Oscar Guardado Phone: 4 [REDACTED] Email: _____

Is this a first time program at Pickleweed? Yes No

If no, start date of original program: 9/1/2000 Location: _____

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

In the year 2000, the san Rafael Police Association recognized the need for outreach to the families of San Rafael whose first language is not English and whose resources are limited mostly because being first generation of immigrant parents. The Boy Scouts of America (now Scouts BSA) is a part of an international organization with a program based in the Scouting Promise and Law, sharing the common goals of adventure, learning personal challenges and responsibility. The program is carried out with adult volunteer leadership and provides a wide range of activities including planning outings and activities. In 2023 the long time scout master retired and since then the parents are taking the leadership of the troop, the transition has not been an easy process.

Proposed Start Date: 9/9/24 Proposed End Date: 8/25/25

Number participants estimated: 20 Maximum number estimated: 40

Target age group: 11- 18 year old

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: Monday 7-9 pm

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 4,136.00

Will there be a charge to participants? Yes X No _____

If so, what will the fee be? \$ 83 How will the proceeds be used?

The registration fee to join Scouting is \$83 annually to the national office in the marin council BSA. In addition, there are one-time uniform costs and nominal activity fees that maybe charge by the troop/parent committee.

Describe your community outreach plan and how you will advertise:

The Scouting program is open to all youth in the community regardless of race, gender, religion or special needs. We serve youth of all ethnic backgrounds. We recruit by word of mouth and we have started our own website and are planning to do more marketing via social media. The program is needed in the Canal area since there is no other scout troop covering this area, we are the only Latino Spanish language troop in Marin county. Willy Coronado founder and scout master has retired and parents are taking the leadership and will try to fill the gaps.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

The program offers to expose the participant to three aims: one is growth in moral strength and character, second is participating in citizenship and the third aim is development in the physical, mental and emotional fitness

Measurement for Outcome

The fundamental goals of the scouts BSA are Adventure, learning, challenges, responsibility, developing self-potential, relating to others, developing values and contributing to family and society. All these goals are related to the advancement program that the scout needs to achieve his goals. The measurement would be the earned badges all oriented towards the maximum goal of achieving the highest rank: Eagle Award. (see attached)

Measurements:

How do you plan to track attendance? Attach a copy of your form.

see attached sample attendance form

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Evaluations are done in monthly sit-down meetings between the Scoutmaster and the parents of the scouts reviewing the advancement of the scout. (see attached forms)

What other forms or measurement tools will you use? Attach copy.

In addition to the rank advancements, measurement can also be made of the amount of service the Troop provides to the community (San Rafael) and specifically the Canal neighborhood. Also, the amount of participation in Scouting activities is an indicator of success. (see attached lists of service projects and activities)

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Scoutmaster Delia Lucio [REDACTED]
Committee Chairman Troop 2000 Oscar Guardado [REDACTED]
Asst. Scout Master Ben Guardado [REDACTED]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
n/a		

Attach a program budget.

Section VI Attachments

List all attachments submitted with this application

1. copy of attendance spread sheet
2. copy of evaluation plan
3. copy of measurement tools for rank advancement and list of activities and service project done



ALBERT J. BORO COMMUNITY CENTER FINAL PROGRAM REPORT FOR CO-SPONSORED PROGRAMS

(Use as many pages as necessary to address the required elements. Please number each one.)

Program Name:

Troop 2000 scouts BSA

Report prepared by:

Name Oscar Guardado Title Scout Master Assistant

Date submitted: 3/25/2024

Date program completed: on going

How many total people were served? 6

A. Outcomes: List each numbered outcome from your application and describe your success in meeting each outcome.

We have provided and continue to provide services to boys in Marin County that want to joint scouting.
The Scouts BSA is an international organization with a program based in the Scouting Promise and Law, sharing the common goals of adventure, learning personal challenges and responsibility. The program is carried out with adult volunteer leadership and provides a wide range of activities including: planning outings and activities, making new friends from different economic and social backgrounds, prepare the youth with active involvement with community

B. Measurements: Describe the measurements and evaluation strategies you used for each outcome, and provide a summary or actual data analysis. Attach relevant documents for each outcome and measurement strategy.

Rank advancement as outlined in the attachments:
Tenderfoot, Second Class, and First Class ranks are oriented toward learning and practicing skills that will help the Scout develop confidence and fitness, challenge his thought processes, introduce him to his responsibilities as a citizen, and prepare him for an exciting and successful Scouting experience. Requirements for Tenderfoot, Second Class, and First Class may be passed at any time after the Scout badge has been earned

C. Success: If you did not succeed in meeting your objectives, tell us why you think that happened, and what strategies you employed to change the situation, or are planning to change in the future.

The troop has successfully graduated more than 15 eagle scouts since established in Canal. Currently we are working with the next generation of eagle scouts and recruiting more new members to the troop. We will continue to request support from organizations that value that Scouting brings to our youth.

D. Summary: Briefly describe your overall satisfaction with your program and your reasoning, what highlights you would like to bring to the Board's attention, and any general comments about your program.

Troop 2000 continues to provide community service projects to different agencies in the Canal and Marin County areas including Marin County Health and Human Services.

Evaluation 2023/2024

Outcome Statement

The program offers to expose the participant to three aims: one is growth in moral strength and character, second is participating in citizenship and the third aim is development in the physical, mental and emotional fitness.

Measurement of outcome

We believe we have made a lot of progress in the community with our troop. The fundamental goals of the Boys Scouts are Adventure, learning, challenges, responsibility, developing self-potential, relating to others, developing values and contributing to family and society. The Troop serves boys from 11 to 18 years old in the primarily Hispanic Canal neighborhood of San Rafael. During 2023/2024 troop 2000 has continued to operate despite many challenges (a drop in membership, Scout Master retiring) the parents have taken the leadership and under the guidance of new parents leaders we hope to recruit more boys in the program. Currently our membership is 6 active boys. Parents are taking courses and training to develop more ideas in order to serve better the community.



**PICKLEWEED ADVISORY COMMITTEE
AGENDA REPORT**

**April 3, 2024
Item #5.H.**

TITLE: The Canal Arts- Canal Families Arts

RECOMMENDATION

It is recommended that the Pickleweed Advisory Committee grant a fee reduction or waiver to The Canal Arts for use of the Albert J. Boro Community Center Art Room on Saturday mornings from June 22, 2024 through May 24, 2025, excluding holidays and closures.

BACKGROUND

Canal Family Arts started at the Albert J. Boro Community Center by Voces del Canal and Canal Alliance in April of 2022 and has been actively supported by The Canal Arts, the group who has proposed the mural on the front of the Albert J. Boro Community Center. Upon starting, the group respectfully offered their program on the fourth Saturday of each month so as not to conflict with the long-running free family Canal Arts program that the Canal Youth & Family Council conducts on the second Saturday of the month, or the free youth art program offered by Drawbridge every Monday afternoon.

The Canal Arts has been renting the Art Room for their monthly activity at the discounted nonprofit rate and is now requesting full co-sponsorship for the popular program. The term of the proposed art program is from June 22, 2024 through May 24, 2025. The applicant is requesting a full fee-waiver, valued at \$648.00 for use of the Art Room on the fourth Saturday of each month, 9:00 am to 12:00 pm, excluding holidays and closures.

DISCUSSION

While the Pickleweed Advisory Committee reviews the Co-sponsorship Application, Canal Families Arts leaders will be present to provide a program overview and support their application which is before the Committee. Committee members will then have the opportunity to ask questions regarding the proposal.

The Pickleweed Advisory Committee has the authority to grant a fee reduction (25%, 50%, 75%, or other), grant a full fee-waiver, reject the application and ask applicant to resubmit with additional information, or reject the co-sponsorship application all together.

The Committee will make their recommendation at their June 5, 2024 regular meeting.

FISCAL IMPACT

The non-resident/non-profit value of the rental totals \$648.00. A fee reduction or waiver would potentially result in lost revenue to the City should a paying program be interested in using the Art Room at that time.

ALTERNATIVE ACTION

Any other action as determined by the Committee.

Submitted by:



Steve Mason
Senior Recreation Supervisor

Attachments:

1. Use Agreement Application



ALBERT J. BORO COMMUNITY CENTER CO-SPONSORSHIP APPLICATION

Section I-About the Applicant Agency

Date Submitted: March 25, 2024 Revision Dates (if applicable) March 26, 2024 _____

Title of Program: Canal Families Arts

Co-sponsoring agency or individual: The Canal Arts

Address: _____

Telephone: _____ Ext. _____

Email: thecanalarts@gmail.com

Website: thecanalarts.org

Non-Profit 501c3 Number: _____
Fiscal sponsor

Principal contacts:

Name: Rich Storek Phone: _____ Email: rich@thecanalarts.org

Is this a first time program at Pickleweed? Yes No

If no, start date of original program: Spring 2020 Location: Albert J. Boro Center

Most recently approved final report must be attached.

Section II-About the Program

General Statement about the Program. Provide a background statement or statement of the problem that describes the challenges, behaviors or issues you hope to resolve or improve

We co-manage monthly art sessions for Canal families with Voces del Canal, practicing art basics, as part of our public art mural program, focused on the Canal And East San Rafael. Selected attendees are able to participate in public art projects, for pay. The Canal Arts also contributes art services during special events, such as the Annual Christmas Gift Fair at Bahia Vista School, Movie Nights and the Easter Egg event at Pickleweed Park. Our mission is creation of inspiring public art for all. We are planning a special monthly event teaching mural arts to Canal residents interested in furthering their skills, and interested in participating in mural production. to be held at Marin Society of Artists. our fiscal sponsor.

Proposed Start Date: June 22, 2024 Proposed End Date: May 24, 2025

Number participants estimated: 50-60 Maximum number estimated: 60

Target age group: All ages

Requested Rooms:

- Classroom #
- Community Room
- Art Room
- Teen Activity Room
- Computer Lab
- Kitchen
- Gymnasium
- Playing Field #
- Picnic Area

Days and Times Requested:

Day: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: 4th Saturdays 9AM-Noon

Fee Reduction Request

- 25%
- 50%
- 75%
- 100%

OFFICE USE ONLY: Monetary value of fee waiver request: \$ 648.00

Will there be a charge to participants? Yes _____ No

If so, what will the fee be? _____ How will the proceeds be used?

Describe your community outreach plan and how you will advertise:

We reach Canal families through online WhatsApp forums and the Pickleweed Facebook page.

In what languages will your marketing materials be distributed?

- English
- Spanish
- Vietnamese
- Other

Section III Outcomes and Measurements

List your expected outcome(s) for this program, and how you will measure your progress/success in meeting each outcome. Refer to the applicant guidelines for samples of outcome and measurement statements. Each outcome statement and measurement should be individually numbered.

Outcome Statement

The expected outcome of our program is increased interest and understanding of the place of art in our environment, in our lives, and participation by Canal residents in public art projects. We monitor attendance at our meetings, and encourage attendees to pursue their art apart from our sessions.

Measurement for Outcome

We measure program outcome by the number of parents and kids who attend, and those who attend regularly. We will initiate, Spring '24, an evaluation by attendees, and discussion to improve the program.

Measurements:

How do you plan to track attendance? Attach a copy of your form.

Attendance form to be completed by our April '24 session, and will be submitted for review.

Client Satisfaction:

What evaluation or survey forms will you use for client satisfaction? Attach copy.

Attendee evaluation form to be completed by our April '24 session, and will be also be submitted for review.

What other forms or measurement tools will you use? Attach copy.

We expect an increase in number of community volunteers this year which is a measure of the effectiveness and appeal of the program.

Section IV Faculty/Leaders

Names, titles and contact information for key faculty/leaders other than listed in Section I

Vladimir Cuevas, artist-teacher, [REDACTED]

Claudia Muñoz, artist- teacher, [REDACTED]

Section V Partners and Support

List partners and any cash or in-kind support for this project (Refer to the attached guidelines regarding potential payment of user fees to the Albert J. Boro Community Center.)

Partners	Dollar Amount	Detail In-Kind
Storek Studio / Architecture	\$1,500	Liability Insurance, materials and donations for food
Canal Alliance	\$300	Translation services