

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF  
THE PRINCETON HOUSING AUTHORITY**

**RESOLUTION 2016-2**

**WHEREAS**, the PHA has a desire to utilize the Henry F. Pannell Learning Center to provide a Monday-Friday, k-5, after-school program for PHA residents during the 2015-2016 school year, along with other programs targeted toward PHA residents; and

**WHEREAS**, the PHA, from 1993-2011, had partnered with Princeton Young Achievers in providing such programming; and

**WHEREAS**, in 2011 Princeton Young Achievers combined with the Princeton Family YMCA; and

**WHEREAS**, since that time the PHA has partnered with the Princeton Family YMCA to provide an after school program; and

**WHEREAS**, the attached MOU between the PHA and YMCA covers the 2015-2016 school year; and

**WHEREAS**, AED Parsons recommends that the PHA approve the MOU with the YMCA for the 2015-2016 school year.

**NOW THEREFORE, BE IT RESOLVED** that the governing body of the Princeton Housing Authority does hereby resolve to approve the MOU with the YMCA along with a payment of \$10,000 to the YMCA for the services to be provided.

Motion McGowen

Second Logan

Governing Body Member:

Aye                  Nay                  Abstain                  Absent

Leighton Newlin

✓

Toby Levy

✓

Henry Pannell

✓

Linda Sipprelle

✓

Rev. Dr. Deborah Brooks

✓

Alvin McGowen

✓

Bertha Logan

✓

Secretary's Signature

2/16/16

Date



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## MEMORANDUM OF UNDERSTANDING 2015 -2016

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Between

**The Princeton Family YMCA (YMCA)**

And

**Princeton Housing Authority (PHA)**

### **PURPOSE AND OBJECTIVE OF COLLABORATION**

*Henry Pannell looks for ways to make things better. Whether it is in providing a learning center for neighborhood kids, preserving the history of a people, mentoring young boys, or strengthening bonds within a neighborhood, he has been in the forefront of the action. His vision, determination, and dedication have set things in motion.*

Town Topics, 2003

*Community Advocate Henry F. Pannell Is a Proud Third Generation Princetonian*

The Henry Pannell Learning Center was established for the purpose of enhancing the Princeton Housing Authority's community and enriching the lives of its residents. A learning center that successfully provides educational and social opportunities for people of all ages can strengthen connections among neighbors, build community pride and ownership, and offer a safe space for young people to learn and grow among caring adults.

Based on Henry Pannell's demonstrated commitment and longstanding devotion to strengthening the foundations of his community, the Princeton Family YMCA wishes to be considered as the exclusive manager of the Henry F. Pannell Learning Center to plan, develop and execute programs that help community residents and neighbors grow in spirit, mind and body.

### **THE YMCA TODAY**

Today's YMCA is an inclusive organization of men, women and children joined together by a shared commitment to nurturing the potential of kids, promoting healthy living and fostering a sense of social responsibility. The Y is one of the nation's leading nonprofits strengthening communities through youth development, healthy living and social responsibility. Across the U.S., 2,700 Ys engage 21 million men, women and children – regardless of age, income or background and provide opportunities to give back and support neighbors. Anchored in more than 10,000 communities, the Y has the long-standing relationships and physical presence not just to promise, but to deliver, lasting personal and social change.

### **Our Cause Defines Us**

We know that lasting personal and social change comes about when we all work together. That's why, at the Y, strengthening community is our cause. Every day, we work side-by-side with our neighbors to make sure that everyone, regardless of age, income or background, has the opportunity to learn, grow and thrive.

### **Our Strength is in Community**

The Y is a nonprofit like no other. That's because in 10,000 neighborhoods across the nation, we have the presence and partnerships to not just promise, but deliver, positive change.

- The Y is community centered. For nearly 160 years, we've been listening and responding to our communities.
- The Y brings people together. We connect people of all ages and backgrounds to bridge the gaps in community needs.
- The Y nurtures potential. We believe that everyone should have the opportunity to learn, grow and thrive.
- The Y has local presence and global reach. We mobilize local communities to effect lasting, meaningful change.

### **PROPOSED AREAS OF FOCUS AND RELATED PROGRAMS FOR 2015-2016**

#### **Addressing the Achievement Gap with the Schools**

Nothing in Princeton is more visible than its commitment to academic excellence. It is hometown to one of the finest universities in the world, and each year its high schools graduate hundreds of high achieving students. Yet many children in Princeton are quietly falling behind for lack of adequate resources. In fact, more than 440 children in the Princeton Regional Schools (or 13 percent of all PRS students) receive free or reduced-price lunch, a key indicator of poverty for purposes of calculating federal education aid under Title 1. None of these families can possibly afford the private tutors, special trips and other educational resources that so often make a critical difference in the academic fortunes of children from Princeton's more affluent families. Indeed, the "achievement gap" in our community has become particularly profound and pernicious as our towering culture of academic excellence obscures a disparity that has been hiding in plain sight for generations.

Reducing the Achievement Gap is now a priority nationwide for the YMCA Movement. The Princeton Family YMCA is very proud to announce that it has been selected by YMCA of the USA, to be the first afterschool Achievement Gap program that features collaboration with housing communities as a model. Achieving the status as a "Signature Program", the YMCA's *Princeton Young Achievers* will have the ability to work more closely with the school district to gather and measure data to strengthen academic outcomes. Our YMCA will also be able to access resources at a national level to expand programming using evidence-based programs and utilize tools otherwise not available.

#### **Supporting Early Learning and School Readiness**

For many low income and newcomer/immigrant families, family, friend and neighbor (FFN) caregivers are the most common source of child care for young children. Families use FFN caregivers for many reasons, including knowing and trusting the caregiver, flexible hours, necessity, language commonality, cultural comfort and economics. Recent national research indicates family members, friends and neighbors are the most commonly used form of care by working parents in the U.S., with estimates that range from 1/3 to more than half of children ages zero to five in such care.

Informal FFN caregivers are generally not supported or trained in child development or school readiness, as are the more formal child care providers who are licensed or in some way regulated (such as Princeton Nursery School and the YWCA). Providing FFN caregivers with the program elements support and tools to enhance their role in their child's learning should be a priority, in order to prepare more children for entering kindergarten. Addressing cognitive and emotional development can transform the early educational lives of thousands of children, preparing them for greater success in school and life.

We will continue to offer EARLY BIRDS, a free, informal, drop-in learning program at the Pannell Center that focuses on literacy and supports FFN caregivers with tools and confidence to build school readiness. Research confirms that early childhood initiatives such as these strengthen educational performance, especially among children whose parents have limited resources and educational attainment. There are currently waiting lists among families in need at Princeton's preschools. This program has the potential to be an affordable option for local families that will help equip their children for elementary school. We will seek grant-funding for this initiative.

### **Preventing Summer Learning Loss**

Summer Learning Loss refers to the loss in academic skills and knowledge over the course of summer months, which research confirms is more pronounced for students in low socioeconomic environments. Camp, travel, trips to museums, and other enrichment activities more common over the summer in middle and high income households, add significantly to children's learning, particularly reading, and mitigate the loss of knowledge and skills over the summer months.

For many youth, learning loss over the summer becomes a significant obstacle to staying on track academically when school resumes. Because of the Y's strong presence and reach with children during summer months through day camp, overnight camp and child care, the opportunity to do more intentional work in partnership with schools and other to improve learning outcomes for young children is natural and needed progression for YMCAs in nurturing the potential of youth.

The Princeton Family YMCA will once again deliver a summer learning camp for children residing in the Princeton Housing Authority community. The program will feature an academic component, based on weekly themes, in the mornings delivered by certified teaching staff and provide a classic YMCA day camp program in the afternoons to include swimming and other outdoor activities.

### **PROGRAM DESCRIPTIONS 2015-2016**

The Princeton Family YMCA proposes to develop and deliver the following programs in the 2015-2016 fiscal year (September 1, 2015 – August 30, 2016):

#### ***Early Birds***

##### **Ages served: up to 4 years old and parent/caregiver**

Early learning and literacy drop-in program for children up to 3 years old and family member/caregiver

Lower Level

Tuesdays, Thursdays, 10:00 am – 11:30 am, October through June (in summer when teachers are available)

#### ***Princeton Young Achievers***

##### **Ages served: 5 – 10 years old**

Afterschool program, homework support and enrichments

Lower Level: Kindergarten – Second Grades

Upper Level: Third – Fifth Grades

Monday – Friday, 3:30 pm – 5:30 pm, September through June

Youth receive YMCA Membership as part of program

#### ***Latinos en Progreso/Y Scholars***

##### **Ages served: 11 – 17 years old**

Group mentoring programs for youth and parents in partnership with the Princeton Public Schools that focuses on health and wellness, personal goal-setting, academic achievement and career.

Youth receive YMCA Membership as part of program. Upper and Lower Levels.

September - June

**Summer Learning Camp – June/August 2016**

**Ages served: 5 – 12 years old**

A partnership with PHA to deliver academic support and enrichments in day camp environment during the summer months for children residing in PHA community.

Upper and Lower Levels.

Monday – Friday, AM – Pannell, PM – YMCA, July - August

**IMPLEMENTATION OF COLLABORATION**

To achieve the goals and objectives of the collaboration, the Princeton Family YMCA and Princeton Housing Authority agree to assume and perform the following roles and responsibilities in the administration of the program during the **2015-16** fiscal year.

This Memorandum of Understanding is comprised of three sections:

- I. Joint Responsibilities of the Princeton Family YMCA and Princeton Housing Authority - PHA
- II. Responsibilities of the Princeton Family YMCA
- III. Responsibilities of the Princeton Housing Authority

**I. Joint Responsibilities of the Princeton Family YMCA (YMCA) and the Princeton Housing Authority (PHA).**

- A. The YMCA and the PHA agree to ensure that all procedures and regulations for health, fire, safety, pick-ups, parent consents, transportation, food, health exams, insurance, medical and other emergency procedures will be clearly listed and widely disseminated, and that they will conform to local and state standards.
- B. The YMCA and the PHA agree to structure and facilitate meaningful communication between each entity and the afterschool program. Provide on-going opportunities for PHA staff and YMCA afterschool staff to plan, coordinate, and integrate the Pannell Learning Center with afterschool activities.
- C. The YMCA and the PHA agree to hold regular meetings between the site coordinator (Rosie Segovia) and housing authority staff, as well as other appropriate personnel, to discuss all issues pertaining to the learning programs. Issues would include, but not be limited to, staff performance, effectiveness of program features, access to, cleanliness and maintenance of facilities, student development, and issues of program evaluation.
- D. The YMCA and PHA agree to develop mechanisms and opportunities to communicate on a regular basis with the parents and family members of program participants.
- E. The YMCA and the PHA agree to work together to identify, recruit, and enroll participants in the various programs and disseminate procedural and program information widely.

**II. Responsibilities of the Princeton Family YMCA (YMCA)**

- A. The YMCA agrees to communicate and provide information to the PHA about the learning center programs through scheduled meetings between the site coordinator and the PHA staff as necessary.
- B. The YMCA agrees to recruit, hire and train all afterschool program staff. PHA has the option of being involved in the selection of the site coordinator along with Princeton Family YMCA.

- C. The YMCA agrees to recruit, vet, manage and oversee organizational partnerships with other community-serving groups to deliver quality learning programs at the center.
- D. The YMCA agrees to seek resources (grant funding, in kind giving, individual donations) to support and benefit programs delivered at the Pannell Learning Center including in kind maintenance and improvements to the facility (with PHA prior approval.)
- E. The YMCA agrees to seek input from PHA residents through surveys and/or focus groups to understand community needs and gauge program interest.
- F. The YMCA agrees to manage the day-to-day operations of the learning center and notify PHA of any problems, issues, and concerns in a timely fashion.
- G. The YMCA agrees to track program participant enrollment and attendance and provide that information to PHA on a regular basis, if requested.
- H. The YMCA agrees to have the site coordinator attend PHA staff meetings as determined by the PHA Executive Director.
- I. The YMCA agrees to make staff available for in-service training throughout the school year and arrange for appropriate substitute coverage.
- J. The YMCA agrees to ensure the respectful treatment of any and all PHA property, including replacing property damaged or destroyed by the students or staff of the program, and keeping the spaces clean. Equipment will be inventoried and labeled.
- K. The YMCA agrees to ensure that all afterschool program staff are fingerprinted and cleared by the Department of Human Services through the child abuse registry.
- L. The YMCA agrees to have a protocol for emergency notification of parents and/or guardians.
- M. The YMCA agrees to establish procedures with students' parents for the safe-keeping and safe transport of students after program hours.
- N. The YMCA agrees to ensure that there is staff on-site during program hours trained in first aid, CPR and medical emergencies.
- O. The YMCA agrees to maintain appropriate insurance coverage consistent with the requirements for licensed child care centers in NJ and PHA.

### **III. Responsibilities of Princeton Housing Authority (PHA)**

- A. PHA agrees to assure the availability of clean facilities for the programs in an adequate number of classrooms, modern living laboratory (ADA compliant), clear access to outdoor spaces, and any other relevant space.
- B. PHA agrees to supply adequate and appropriate storage space for the programs' materials, supplies and equipment.
- C. PHA agrees to provide the learning center site coordinator with secure office space for program administration.

- D. PHA agrees to facilitate the provision of custodial services at no cost to the YMCA which ensures a clean and sanitary space that meets licensing requirements. PHA agrees to monitor the quality of the cleaning services and respond to concerns as needed. YMCA staff will bag and remove their trash daily.
- E. PHA agrees to identify and organize appropriate security and site specific safety measures for the afterschool program to meet licensing requirements.
- F. PHA agrees to pay for facility renovations, remediation, and/or repairs as required by the New Jersey's Department of Children and Families Child Care Center Licensing guidelines.
- G. PHA agrees pay for building utility costs associated with the Learning Center's facility usage.
- H. PHA agrees to support financially the goals and objectives of the Princeton Family YMCA with a contribution in the amount of **\$10,000** in support of the 2015-2016 school year.
- I. PHA agrees to contract with the Princeton Family YMCA in an amount to be determined mutually by March 31 in support of the 2016 Summer Learning Camp (July – August 2016) to benefit children living in the PHA community.

**AGREEMENT**

Agreed on this day, 2/16/16 by \_\_\_\_\_

**Princeton Family YMCA**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Princeton Housing Authority**

  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Title

2/16/16  
\_\_\_\_\_  
Date