



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING

Tuesday, June 28, 2016 at 6:30 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Director Elizabeth Canchola
Director Fernando Horruitiner
Director Frank Silva
Director Jodi Steinbauer
Director Gerardo Vera

2. Approval of Minutes

- A. April 27, 2016 Board Meeting**
- B. May 26, 2016 Board Workshop**

3. Public Comments

4. Elections - Director Positions

- A. Chair**
- B. Vice Chair**

5. Financial Items:

- A. Accounting method revision for the preparation of the PP4K, Inc. Tax Return Form 990**
- B. Approval of payment of the accountant's invoice for filing the required tax form and documents (Exhibit A)**
- C. Bank Reconciliation for April 2016 and May 2016 (Exhibit B & C)**

6. Discussion Items:

- A. Back to School Night/ National Night Out Event (Parks & Recreation Department)**
 - i. Event Date : Tuesday, August 2, 2016**
 - ii. Approval of Proposed Budget**
 - iii. 2015 Event Budget Overview & Recap (Exhibit D)**
- B. Revised After School Program (Director Canchola) (Exhibit E, F, G, & H)**
- C. PP4K Fundraising (Director Canchola) (Exhibit E)**
- D. PP4K Marketing (Director Canchola) (Exhibit E & I)**

7. New Business

8. Next Meeting Date

9. Adjournment

Anyone wishing to obtain a copy of an agenda item may contact the **City Clerk at 305-593-6725** or view the agenda packet on the City's website at www.cityofdoral.com or at City of Doral Government Center, 8401 NW 53rd Terrace, Doral, Florida 3366 during regular business hours (Monday – Friday, 8:00 A.M. – 4:30 P.M.). Pursuant to Florida Statute 286.0105, anyone wishing to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing shall need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING DRAFT MINUTES

Wednesday, April 27, 2016 at 8:30 a.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Meeting was called to order at 8:33 am.

Director Jodi Steinbauer	Absent
Director Elizabeth Canchola	Present
Director Frank Silva	Present
Director Gerardo Vera	Present
Director Fernando Horruitiner	Present

2. Approval of Minutes

A. February 24, 2016

Motion to approve made by Director Canchola and seconded by Director Vera. By consensus, motion passes unanimously.

3. Public Comments

No comments were made during public comments.

4. Elections - Director Positions (Attachment: PP4K Bylaws)

- A. Chair**
- B. Vice Chair**
- C. Secretary**
- D. Treasurer**

Director Silva addressed the Board and proceeded to open the floor for nominations.

By consensus, the Board agreed to postpone the election of the Chair and Vice Chair until all board members are present.

As stated in the bylaws, the City Clerk shall serve as the Secretary for the board.

Motion to nominate Fernando Horruitiner as Treasurer made by Director Vera and seconded by Director Horruitiner. By consensus, motion passes unanimously.

5. Update Items:

A. Doral 5K Walk/Run Proceed – Donation to the PP4K Foundation

Barbie Hernandez, Parks and Recreation Director, addressed the Board and presented an update.

B. Volunteer Appreciation Event Update

Barbie Hernandez, Parks and Recreation Director, addressed the Board and provided an update. The event will be taking place on Sunday September 18, 2016 at 11:30 am at Trump National Doral.

C. Proposed Promotional Items (Presentation A)

Erin Weislow, Parks and Recreation Department, addressed the Board and presented promotional item options to the Board for their suggestions / comments.

Motion to approve 200 shirts, 300 bags and 300 water bottles as promotional items made Director Canchola and seconded by Treasurer Horruitiner. By consensus, motion passes unanimously.

By consensus, the Board requested to have Public Affairs attend their next meeting in order to assist with the promotion of PP4K.

6. Financial Items:

A. Bank reconciliation for the month of March 2016 (Exhibit A)

Silvia Watkins, Assistant Finance Director, provided the report.

B. Approval of a three (3) month extension to file Form 990 and return of the foundation exempt from Income Tax

Silvia Watkins, Assistant Finance Director, addressed the Board and requested an approval.

Motion to approve made by Treasurer Horruitiner and seconded by Director Vera. By consensus, motion passes unanimously.

C. Approval invoice payment for Directors' and Officers' insurance for the period of 05/16/16-05/16/17 (Exhibit B)

Motion to approve made by Director Canchola and seconded by Director Vera. By consensus, motion passes unanimously.

7. Discussion Items:

A. Questionnaires for After School Program (Director Canchola) (Exhibit C)

Motion to approve the questionnaire inclusive of a voluntary disclaimer made by Director Canchola and seconded by Director Vera. By consensus, motion passes unanimously.

B. Questionnaires for Public School Principals (Director Canchola) (Exhibit D)

By consensus, the Board agreed to send the proposed questions to Parks and Recreation and bring the item back.

C. Sponsorship Programs : Levels and Amounts (Director Canchola) (Exhibit E)

Director Canchola addressed the Board and presented the item.

Motion to approve the sponsorship levels as presented made by Director Vera and seconded by Treasurer Horruitiner. By consensus, motion passes unanimously.

D. Sponsorship of Individual Students in Doral (Director Horruitiner)

Treasurer Horruitiner addressed the Board and presented the item.

Alejandro Pardo, student, addressed the Board on the importance of raising funds and requested sponsorship funds in the amount of \$2,800.00 to attend the Down Under Sports Tournament hosted by Gold Coast of Australia.

Motion to approve the sponsorship request in the amount of \$2,800.00 made by Director Vera and seconded by Treasurer Horruitiner. By consensus, motion passes unanimously.

E. Anti-bullying Program in Doral Schools (Director Vera) (Exhibit F)

Director Vera addressed the Board and presented the item.

By consensus, the Board requested that the Police Department work with the individual presented (Jorge Rodriguez) and bring the item back to the Board with suggestions.

F. Found Art Academy Proposal Presentation (Director Silva) (Exhibit G)

Dr. Cesar Blumtritt, representing the FoundArt Academy, addressed the Board and presented the program proposal for ABArt Therapy for individuals with disabilities.

By consensus, the Board requested that the Police Department work with the Art Academy and bring the item back to the Board with suggestions.

8. New Business

Discussion ensued amongst the Board on setting a criteria for the PP4K programming. By consensus, the Board agreed to discuss this at their next meeting.

9. Next Meeting Date Thursday, May 12 2016 at 6:30 pm.

10. Adjournment Meeting adjourns at 10:31 am.

Respectfully submitted,

Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the April 27, 2016, Parks and Police 4 Kids Special Meeting made by Director _____ and seconded by Director _____.

Director Frank Silva
Director Gerardo Vera
Director Elizabeth Canchola
Director Fernando Horruitiner
Director Jodi Steinbauer

APPROVED and ADOPTED this 18 day of May, 2016.

Frank Silva, ACTING CHAIR



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD WORKSHOP DRAFT MINUTES

Thursday, May 26, 2016 at 6:30 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Meeting was called to order at 6:33 p.m.

Director Elizabeth Canchola	Present
Director Fernando Horruitiner	Present
Director Frank Silva	Present
Director Jodi Steinbauer	Present
Director Gerardo Vera	Present

Also present were:

Dan Espino, City Attorney
Silvia Watkins, Finance Department
Officer Noel Feliciano, Police Department
Lt. Daniel Muñecas, Police Department
Barbara Hernandez, Parks & Recreation Director
Erin Weislow, Parks & Recreation Department
Karina La Rosa, Office of the City Clerk

2. Agenda Order of Business

3. Discussion Items

Acting Chair Frank Silva introduced Parks & Recreation Director Barbara Hernandez. Barbara Hernandez proceeded to explain the topics that will be covered during the workshop and introduced City Attorney Dan Espino to elaborate on the first topic.

A. Roberts Rule of Order – Basics

City Attorney Dan Espino proceeded to make a presentation on the roles of each member as well as how meetings should be conducted.

B. Parks & Police 4 Kids Foundation Mission and Vision

Parks & Recreation Director Barbara Hernandez proceeded with an interactive presentation enhancing the mission and vision of the Parks & Police 4 Kids Foundation.

Officer Noel Feliciano and Lt. Daniel Muñecas elaborated on the positive experience the PP4K Programs bring to the City of Doral young community from a Police Department perspective.

C. Strategic Planning

- i. **Finance**
- ii. **Fundraising**
- iii. **Future Programs**

Discussion ensued amongst board members regarding the mission and vision of the Parks & Police 4 Kids Foundation and future programs that are of a priority to the board.

4. Next Meeting Date

By consensus, the board agreed to meet on Thursday, June 9, 2016 at 7:00 p.m.

5. Adjournment 8:25 p.m.

Respectfully submitted,

Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the May 26, 2016 Parks and Police 4 Kids Workshop made by Director _____ and seconded by Director _____.

Director Elizabeth Canchola
Director Fernando Horruitiner
Director Frank Silva
Director Jodi Steinbauer
Director Gerardo Vera

APPROVED and ADOPTED this ___ day of _____, 2016.

Frank Silva, ACTING CHAIR

SAUGAR, P.A.

=====

"Certified Public Accountant"

1609 S.W. 57th Avenue
Miami, Florida 33155-2134

Telephone Number: (305) 266-3008
Facsimile Number: (305) 266-1008

May 9, 2016

Matilde G. Menendez, CPA, CGMA
City of Doral-Finance Director
Parks & Police 4 Kids, Inc.
Finance Department
8401 N.W. 53rd Terrace
Doral, Florida 33166

Dear Ms. Menendez:

The federal tax return for Parks & Police 4 Kids, Inc. has been filed in the past based on the cash basis of accounting. Although the cash basis of reporting is an allow method by the Internal Revenue Service for certain entities, it is not a method under GAAP (Generally Accepted Accounting Principles). The compilation report however, has been prepared based on the accrual basis of accounting, which is a method under GAAP. The application of a different method of reporting between the tax return and the compilation report does not allow for the presentation to reflect the same numbers.

The Internal Revenue Service allows an entity to change its basis of reporting the entity's income and expenses based on various sections of the Internal Revenue Code and also pursuant to some Revenue Procedures.

You have requested that I provide you an estimate of the fees for the preparation of the required documentation to request a change in the overall method that it is currently been use to prepare the tax return, i.e. the cash basis, to the accrual basis.

I estimate that the fees for the preparation of the required documentation to request the change in the overall method of reporting the income and expenses from the Internal Revenue Service will be \$ 575.00.

I appreciate the opportunity to be of service to you. If you have any questions, please feel free to contact me at my office number listed above, or you can also e-mail me.

Sincerely,

Saugar, P.A.

Exhibit B

Parks & Police 4 Kids
 BANK RECONCILIATION FORM
 For the Month of : April 2016

DATE: 4/30/2016
 BANK: WELLS FARGO
 BK ACCT # [REDACTED]

Beginning Balance	141,435.28	Balance per Bank	143,010.91
Deposits/Credits:		Deposits in Transit:	
Deposit	1,575.63		
Void Checks			
Total	143,010.91	Total	143,010.91
Checks/Debits:		Outstanding Checks:	
Checks #			
DEBITS			
Ending Balance	143,010.91	Ending Balance	143,010.91

YB
6/23/16
6/23/16

Business Cash Manager



Account number

■ April 1, 2016 - April 30, 2016 ■ Page 1 of 1

DCWC11DTBG 020708



PARKS & POLICE 4 KIDS
 ATTN: ELIZA RASSI
 8401 NW 53RD TER
 DORAL FL 33166-4517

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
 5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (182)
 PO Box 63020
 San Francisco, CA 94163

Account summary

Business Cash Manager

Account number	Beginning balance	Total credits	Total debits	Ending balance
	\$141,435.28	\$1,575.63	\$0.00	\$143,010.91

Credits

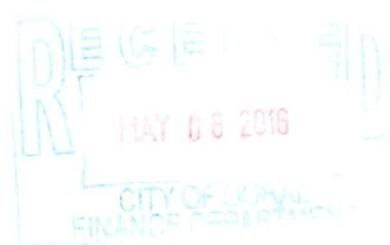
Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	04/13	1,575.63	Over The Counter Deposit
		\$1,575.63	Total electronic deposits/bank credits
		\$1,575.63	Total credits

Daily ledger balance summary

Date	Balance	Date	Balance
03/31	141,435.28	04/13	143,010.91
Average daily ledger balance		\$142,380.65	

NOTICE: Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery PO Box 5058 Portland, OR. 97208-5058. You must describe the specific information that is inaccurate or in dispute and the basis for any dispute with supporting documentation. In the case of information that relates to an identity theft, you will need to provide us with an identity theft report.



DCWC11DTBG 020708 NNNNNNNNNN NNN NNN 001 001 182 05269 11527051.1.1

Exhibit C

Parks & Police 4 Kids
 BANK RECONCILIATION FORM
 For the Month of : May 2016

DATE: 5/31/2016
 BANK: WELLS FARGO
 BK ACCT # [REDACTED]

Beginning Balance	143,010.91	Balance per Bank	140,867.36
Deposits/Credits:		Deposits in Transit:	
Deposit	2,083.94		
Void Checks			
Total	145,094.85	Total	140,867.36
Checks/Debits:		Outstanding Checks:	
Checks # [REDACTED] DEBITS	4,227.49		
Ending Balance	140,867.36	Ending Balance	140,867.36

MB
6/23/16

for
4/23/16



Check Images

PARKS & POLICE 4 KIDS
8300 NW 50TH STREET
DORAL, FL 33178

DATE 2-26-16

PAY TO THE ORDER OF City of Doral \$ 427.49

Four hundred twenty seven and ⁰⁰/₁₀₀ DOLLARS

WACHOVIA
Wachovia Bank, N.A.
Member FDIC

FOR Stage 50 premium software

Marilyn G. Minardi

REF# [REDACTED] CK# [REDACTED] 427.49

PARKS & POLICE 4 KIDS
8300 NW 50TH STREET
DORAL, FL 33178

DATE 4-28-16

PAY TO THE ORDER OF Morgan Insurance Group \$ 1,000.00

One thousand and ⁰⁰/₁₀₀ DOLLARS

WACHOVIA
Wachovia Bank, N.A.
Member FDIC

FOR Insurance Renewal - D+O-EPLI

Marilyn G. Minardi

REF# [REDACTED] CK# [REDACTED] 1000.00

PARKS & POLICE 4 KIDS
8300 NW 50TH STREET
DORAL, FL 33178

DATE 4-28-16

PAY TO THE ORDER OF Down Under Sports \$ 2,800.00

Two thousand eight hundred and ⁰⁰/₁₀₀ DOLLARS

WACHOVIA
Wachovia Bank, N.A.
Member FDIC

FOR Sponsorship Letter Alejandro Perdo

Marilyn G. Minardi

REF# [REDACTED] CK# [REDACTED] 2800.00

National Night Out & Parks & Police 4 Kids Back to School Night 2015

Event Recap

- Tuesday, August 4th at Downtown Doral Park
- Estimated Attendance: 2,000
- 500 Backpacks with school supplies were given away
- 74.3% of the back packs were given away to Doral families (***multiple bags given per form completed***)
 - 179 Residents
 - 62 Non-Residents
- **Free activities included:** Crime prevention and Safety demonstrations by the Police Department, inflatables, face painting, stilt walker balloon makers, children identity kits, screenings, food samples from local restaurants, cotton candy, and sponsor booths with free giveaways, which included: gift cards, discount cards, and school supplies.
- **Organizations that attended event:**
 - Doral Little League
 - Division of Blind Services
 - Mothers Against Drunk Driving (MADD)
 - Cub Scouts Pack 552
 - Citizen's Crime Watch of Miami-Dade County
 - City of Doral Departments (Building, Code Compliance, Public Works, Parks & Recreation & Police Department)
- Approved Event Budget: \$7,600
- Total Event Operating Cost (*for Back to School portion of the event*): \$5,7274.44
- Overall Event Satisfaction: 84%

Exhibit D

Event Sponsorship Received:

- Cash: \$800 (Divine Savior Academy \$300, US Century Bank \$500)
- In- Kind: Thank you to all of our Sponsors who participated (please see list below)

In-Kind Sponsorship		
Vendor Name		Product/service donated
Ascendance Studio	In-Kind	300 Reusable water bottles
Breath of Art	In-Kind	Arts & crafts area w/ supplies and teachers
Café Domino	In-Kind	Coffee samples & coffee take home packets
CKT New Style Salon	In-Kind	50 free haircut cards
Club Z Tutoring Services	In-Kind	School Supplies- Pencils, Pens, Post-it notepads
Coloring Dreams Preschool	In-Kind	Coloring books, crayons, reusable bags
The Atlantic Doral	In-Kind	Composition Notebooks
HealthSource Chiropractic	In-Kind	Certificate for free exams & onsite scoliosis checks for children
Kidsology, Inc.	In-Kind	\$50 off initial consultation (500 total)
La Caimanera Soccer field	In-Kind	School Supplies- Highlighters & marker sets
Laserland and Adventure	In-Kind	500 free laser tag tickets
My Gym Doral	In-Kind	40 Free trial classes & onsite entertainment
New York Life Insurance Company	In-Kind	Child ID and fingerprinting (\$50 per child)
San Ignacio College	In-Kind	School Supplies (pencils, rulers, erasers, and other school supplies)
Sky Zone Doral	In-Kind	150 Free 30 minute Jump Passes
United Martial Arts	In-Kind	Self Defense demonstration & gift certificates for classes
Papa Johns	In-Kind	500 Free pizza vouchers
Pro Jump Elite	In-Kind	Vouchers for 1 week free & Promotional items
Media Sponsors		
1210 ESPN Deportes	Media Sponsor	30 sec on air mention, 30 sec streaming mention, interview, social media posting
Actualidad 1020 Radio	Media Sponsor	Radio interview, onsite event promotion



MEMORANDUM

Date: June 9th, 2016
To: PP4K Board
From: Elizabeth Canchola, PP4K Board Member
Subject: After School Program / Fundraising / Marketing

AFTER SCHOOL PROGRAM

As per our last meeting, we wanted to explore the possibility of busing the children from the schools in Doral to two parks: Morgan Levy Park and Legacy Park.

I requested the quote of Air B Bus Transportation to get children from the following schools:

- a) Renaissance Middle Charter School (RMCS), Doral Academy Middle Charter School (DA), Shelton Academy (SA) and bus them to Morgan Levy Park.
- b) Ronaldo Espinosa K-8 (DRE) and Eugenia B.Thomas (EBT) and bus them to Legacy Park.

The quote came back as \$145 per bus per day which is completely out of our range. (Quote enclosed)

Given this I requested the help of Officer Noel Feliciano, we thought that we might then cover 4 schools, the ones that as per their knowledge need more support: RMCS, DA, DRE and EBT

While working on the calendars as per the Official 2016-2017 MDCPS I do not believe that 16 effective days of program per school will really benefit our children, plus the fact that these days in some cases are scatter around due to Teacher planning days, holidays, legal holidays, etc., the Calendars shown are marked in 4 different colors representing each school to give you the reality of the program.

If we want to cover more schools, maybe the best will be to cover only two schools, the two that according to our DPD we know have more need of this program. We need to remember that our School resource officers are in close contact with our children, and we need to trust them.

FUNDRAISING

During the Cultural Affairs Advisory Board (CAAB) meeting on Monday, June 6th, 2016. I proposed to have a Silent Auction during the Hispanic Heritage Art Exhibit Opening night that will take place on Thursday, September 15th, 2016 at City Hall. This Silent Auction will benefit the PP4K Foundation at a 100%.

According to the statistics of prior years, considering that we had around 30-40 pieces in exhibition, I believe that we can raise at least \$20K. Artists will be invited to donate one of their pieces for our Foundation.

Silent Auction was approved by the CAAB and will be handled by the Parks & Recreation Department through the Arts and Culture division.

We will also get our page in the Doral Digest through which we will acknowledge and thank all the artists that will be supporting our children every year.

MARKETING

Business cards quote is included. Quote is from the same vendor that prints the City of Doral's business cards and in view of the price and our knowledge of its work I did not considered necessary to get another quote.

Two quotes for our website are in the works. This website can include a page about our sponsors.

SPONSORS

While working on this, Juan Casimiro offered to sponsor us on an annual basis, together with a company with which he is collaborating. I, of course, accepted his offer on behalf of all of us and informed him that and we will get back to him as soon as we have our levels worked out.

I want to suggest that our Sponsor Program has as name: "Building Community with PP4K".

Police and Parks 4 Kids Foundation

After school program 2016/2017

After school hours are a critical time for youth. This time is either an opportunity to grow through quality after-school programs, or a time of risk to youth's health and safety.

According to the National Youth Violence Prevention Resource Center, every day, at least eight million children and youth are left alone and unsupervised once the school bell rings. While nine in ten Americans think that all youth should have access to after-school programs, two thirds say it is expensive to enroll children in programs locally.

The PP4K Foundation has an opportunity to make a difference in our city by providing a safe, multidisciplinary and structured learning afterschool program to our children, by partnering with our public schools.

This is a program that has already been proved in our city. It has proven beneficial to our children and there are several cases that our Police Department well know of children that were "at risk" and that have changed their situations both in the academic and disciplinary arenas, children that are today healthy, successful and in the right path.

SERVICES PROVIDED BY THE SCHOOL

1. A curriculum and academic program will be provided and agreed upon between the Principal or designee and PP4K.
2. The Principal or designee will ensure that enrolled students will be provided a safe, supervised and educational environment that can be used as needed to serve up to 40 students, 4 days a week, for a TBD number of weeks, from school day end for two hours.
3. The Principal or designee will monitor de payroll for all MDCPS instructors hired to help implement this program using designated funds provided by PP4K.
4. A program budget structure will be created to help monitor all MDCPS payroll expenditures incurred while implementing this program.
5. The Principal or designee will utilize the "GO SALARY SCHEDULE" to determine the structure needed for a \$28.00 per hour instructor pay rate. Chart website enclosed:
<http://salary.dadeschools.net/salhbk/pdf/G0%2001-01-2015.pdf>

Exhibit F

6. The Principal or designee will have on hand student attendance records for reference.
7. We will need, one PE instructor, one Music instructor, two MDCPS instructors for 2 hours a day, 4 days a week for a TBD number of weeks.
(Recommendation is either a 64 days or 79 days full program for one school or spread it in two schools with 32 days or 40/39 weeks respectively for each school). Calendars are enclosed.

All payroll costs associated with this program will be paid by PP4K, Inc. Payroll associated with MDCPS employees will be managed using a district program structure.

PROPOSED BUDGET

Cost of 4 instructors per day

(3 class instructors, 1 PE instructor, 1 music or art instructor)

- a. Hourly rate: \$ 28.00
- b. Hours per day: 2 hours
- c. Fringes: 0.1522
- d. Cost per day/per instructor: $\$28.00 \times 2\text{hours} \times 1.1522 = \64.52
- e. Cost per day / 4 instructors: $\$64.52 \times 4 = \258.09
- f. **Cost for the program (64 days) $\$258.09 \times 64 = \$16,517.76$**
Cost for the program (79 days) $\$258.09 \times 79 = \$20,389.11$

ACTIVITY INCENTIVES:

The City of Doral Police Department (School Resource Officers) in conjunction with The City of Doral Parks and Recreation Department will customize a sports program that includes organized seasonal sports and a music program that will motivate the students to stay off the streets. The initial number of students of the designated school will be 40.

There will be a closing ceremony in which the students will be able to showcase some of the abilities that they have attained during the program.

The DPD (Doral Police Department) and the PRD (Parks and Recreation Department) will require the use of the Fields of the designated school for an after-school sports program and the use of part of the facilities for the music program. This program will keep kids in a supervised setting between 3:20 pm and 5:20pm and therefore off the streets.

All officers will be hired from the Off Duty pool of officers from the DPD.

Exhibit F

DPD SCHOOL RESOURCE OFFICERS (SRO)

Cost of 2 SRO per day

- a. Hourly rate: \$ 51.30
- b. Hours per day: 2 hours
- c. Cost per day/per SRO: $\$51.30 \times 2\text{hours} = \102.60
- d. Cost **per day** for 2 SRO: $\$102.60 \times 2 = \205.20
- e. **Cost for the program (64 days) $\$205.20 \times 64 = \$13,132.80$**
Cost for the program (79 days) $\$205.20 \times 79 = \$16,210.80$

2% of this amount will go back to the PP4K Foundation.

Field Trips:

Movie Theater: 40 students - \$18 per student (includes movie tickets, popcorn and water) \$720

Transportation: one (bus) \$180

Subtotal 1 **\$900**

Picnic: 40 students - \$20 per student (includes food, drinks, and a t-shirt)

\$800

Subtotal 2 **\$800**

Bowling: 40 students - \$35 per student \$1,400

Transportation: one (bus) \$ 180

Subtotal 3 **\$1,580**

Total for Field Trips **\$3,280**

Projected total cost:

64 days program:

Instructors: \$16,517.76

SRO: \$13,132.80

SUBTOTAL: **\$29,650.56**

Field Trips: \$ 3,280.00

TOTAL **\$32,930.56**

79 days program:

\$20,389.11

\$16,210.80

\$36,599.91

\$ 3,280.00

\$39,879.91

SERVICES PROVIDED BY PP4K

The Doral Police Department through the School Resource Officers in coordination with the Parks and Recreation Department, under the PP4K Foundation guidelines will join forces with a TBD Public School to help lower the drop-out rate of students at risk, by providing input, expertise and activities that will promote positive attitude towards self, school and community.

The targeted students reside in the City of Doral. The following areas must be addressed if we are going to motivate students to stay in school and become self-reliant, productive, drug free, law abiding citizens: Attendance and Activity Incentives (Sports and Music)

These are some of the risk factors that are found in children at risk, according to the CDC:

Youth Violence: Risk and Protective Factors

Risk Factors for the Perpetration of Youth Violence

Research on youth violence has increased our understanding of factors that make some populations more vulnerable to victimization and perpetration. Risk factors increase the likelihood that a young person will become violent. However, risk factors are not direct causes of youth violence; instead, risk factors contribute to youth violence^{1,2}

Research associates the following risk factors with perpetration of youth violence:²⁻⁴

Individual Risk Factors

- History of violent victimization
- Attention deficits, hyperactivity or learning disorders
- History of early aggressive behavior
- Involvement with drugs, alcohol or tobacco
- Low IQ
- Poor behavioral control
- Deficits in social cognitive or information-processing abilities
- High emotional distress

Exhibit F

- History of treatment for emotional problems
- Antisocial beliefs and attitudes
- Exposure to violence and conflict in the family

Family Risk Factors

- Authoritarian childrearing attitudes
- Harsh, lax or inconsistent disciplinary practices
- Low parental involvement
- Low emotional attachment to parents or caregivers
- Low parental education and income
- Parental substance abuse or criminality
- Poor family functioning
- Poor monitoring and supervision of children

Peer and Social Risk Factors

- Association with delinquent peers
- Involvement in gangs
- Social rejection by peers
- Lack of involvement in conventional activities
- Poor academic performance
- Low commitment to school and school failure

Community Risk Factors

- Diminished economic opportunities
- High concentrations of poor residents
- High level of transiency
- High level of family disruption
- Low levels of community participation

Exhibit F

- Socially disorganized neighborhoods

Protective Factors for the Perpetration of Youth Violence

Protective factors buffer young people from the risks of becoming violent. These factors exist at various levels. To date, protective factors have not been studied as extensively or rigorously as risk factors. However, identifying and understanding protective factors are equally as important as researching risk factors.

Most research is preliminary. Studies propose the following protective factors: ^{2,4,5}

Individual Protective Factors

- Intolerant attitude toward deviance
- High IQ
- High grade point average (as an indicator of high academic achievement)
- Positive social orientation
- Highly developed social skills/competencies
- Highly developed skills for realistic planning
- Religiosity

Family Protective Factors

- Connectedness to family or adults outside the family
- Ability to discuss problems with parents
- Perceived parental expectations about school performance are high
- Frequent shared activities with parents
- Consistent presence of parent during at least one of the following: when awakening, when arriving home from school, at evening mealtime or going to bed
- Involvement in social activities

Exhibit F

- Parental / family use of constructive strategies for coping with problems
(provision of models of constructive coping)

Peer and Social Protective Factors

- Possession of affective relationships with those at school that are strong, close, and prosocially oriented
- Commitment to school (an investment in school and in doing well at school)
- Close relationships with non-deviant peers
- Membership in peer groups that do not condone antisocial behavior
- Involvement in prosocial activities
- Exposure to school climates that characterized by:
 - Intensive supervision
 - Clear behavior rules
 - Consistent negative reinforcement of aggression
 - Engagement of parents and teachers

SOURCE:

<http://www.cdc.gov/violenceprevention/youthviolence/riskprotectivefactors.html>

PROPOSED CALENDAR FOR PP4K AFTER SCHOOL PROGRAM

September 2016				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October 2016				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

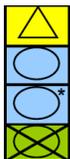
November 2016				
M	T	W	T	F
	1	2	3	4
7	8*	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Exhibit F

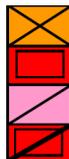
January 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31



New Teachers Report
 Teacher Planning Day
 Teacher Planning Day No Opt
 Legal Holiday



Recess Day
 Beg/End of Grading Period
 Secondary Early Release
 End of 1st QT/ Secondary Early Release

Quantitative methods of success for the Program

1. Questionnaires enclosed
2. On the side of the Doral Police Department the measurable ways in which they can track the program could be:
 - a) Tracking graduation rates.
 - b) Tracking grades of students.
 - c) Tracking arrest records of students.
 - d) Tracking employment rates.

Another idea is to have the students who move onto High School complete their "Community Service" hours assisting the program. This would give the DPD an opportunity to continue interacting with the students at a critical point in their development.

In addition, we can possibly have a yearly "Get Together" event with our former students who moved onto High School. And they can also assist on all the events where PP4K is present, attending the stand and providing information (if they want they can be known as regular City of Doral volunteers, not having been involved with PP4K program)

The DPD also hopes they can get some of the children to enter the City of Doral Police Department Explorer Program.

The goal would be to turn some of these kids around so they could possibly end up being hired by the Police Department or other City Departments.

Exhibit G

From: "AirB Bus Inc." <info@airbbus.com>
Subject: Re: Important Notice for Residents of Islands at Doral
Date: June 2, 2016 at 2:23:46 PM EDT
To: E Canchola <canchola.pp4k@gmail.com>

Good afternoon Elizabeth,

By your information that you send us the price your summer Camps will be \$145.00 per bus per day;
please let us know if you are agreed in order to process the invoice.

On Wed, Jun 1, 2016 at 3:22 PM, E Canchola <canchola.pp4k@gmail.com> wrote:
Henry,

Let me ask you then for a quote as follows:

From: Renaissance Middle Charter School, Doral Academy Middle Charter School, and Shelton Academy to Morgan Levy School - at their times of dismissal straight to the park

From: Ronaldo Espinosa Middle School and Eugenia B Thomas Middle to Legacy Park also at their time of dismissal

It will be just picking them up from those schools and transporting them to the two parks from Monday to Thursday and from mid September to mid April as per the 2016-2017 school calendar.

Thank you,

Elizabeth Canchola

On Jun 1, 2016, at 8:45 AM, AirB Bus Inc. <info@airbbus.com> wrote:

Good morning Elizabeth,

What we need in order to provide you with a quote are the following:

of schools and location to be picked up
hours of operation

Thank You

On Tue, May 31, 2016 at 8:17 PM, E Canchola <canchola.pp4k@gmail.com> wrote:
Henry,

Exhibit G

Thank you for your time, as I discussed with Elvira, the Parks and Police 4Kids Foundation (a non for profit tied to the City of Doral but independent in its operation) is working on an After school Program for our children in Doral.

One of the ideas of this program is to “bus” the children from the public schools (maybe include the Charters) to two different parks: Morgan Levy and the new Legacy Park in the Northern part of the city, we need a quote from you for this, I do not know if this will take one or two buses and we are planing on beginning in mid September until mid April.

What do you need from us in order to provide a quote? we are thinking on at least 10 - 15 kids from each school.

Thank you,

Elizabeth Canchola
Board Member
PP4K Foundation



Basic Questionnaire for Schools

1. How many children at risk are there at your school?
 - 1.a. please list the number of children per grade level:

2. Which are your main concerns with these kids? Academic, Disciplinary, etc.

3. Which areas of support would you prefer? (Check all that apply)
 - Academic
 - Music
 - Art
 - Sports
 - Other



CHILD INFORMATION FORM

Child's Information

Last Name: _____ First Name: _____ Middle Initial: _____

Mother's Information

Last Name: _____ First Name: _____ Middle Initial: _____

Father's Name

Last Name: _____ First Name: _____ Middle Initial: _____

Does the child live with a legal guardian other than mother or father? Yes No

If yes, Guardian's Information

Last Name: _____ First Name: _____ Middle Initial: _____

Street Address: _____ City: _____ Zip Code: _____

Primary Phone: _____ Email: _____

Child's gender: Male Female Child's Date of Birth: (mo/day/yr): __/__/__

Child's Race: American, Indian or Alaskan Asian African American White

Child Proficient in English: Yes No Child's Country of Origin: _____

Other language spoken in the home: _____

Child's current grade: _____ Does Child have a documented disability: Yes No

Parent/Guardian Signature _____ Date: _____



PARENT SATISFACTION SURVEY

Please provide us with your comments regarding our program

Date: _____ How many of your children attend this program? _____

Does this program serve a child of yours with special needs related to a disability? Yes No

	Mark the columns that best describe your response			
	Strongly Agree	Agree	Disagree	Strongly Disagree
1. Staff treat my child fairly				
2. Staff get children excited about program activities				
3. child is well-supervised and safe while attending this program				
4. This program helps my child do better in school				
5. My child likes coming to the program				
6. Staff keep me informed of program activities				
7. Staff keep me informed of my child's progress				
8. I feel welcome by Staff				
9. Staff respond appropriately to my child's individual culture, language, or special needs				
10. Having this program available has (check all that apply): <input type="checkbox"/> Made possible for me to hold a job of pursue work outside the home. <input type="checkbox"/> Helped me to miss work less often <input type="checkbox"/> Made it more affordable for my child(ren) to take part in quality out-of-school activities <input type="checkbox"/> Reduced my overall stress level knowing my child(ren) are being kept busy and out of trouble <input type="checkbox"/> Given my child(ren) opportunities they don't get in school				
11. What do you like best about the program? (answer on back if necessary)				



YOUTH SATISFACTON SURVEY
Please provide us with your comments regarding our program

Date: _____ I am __ years old I am ___ male ___ female

	Mark the columns that best describe your response			
	Strongly agree	Agree	Disagree	Strongly disagree
1. Adults here treat me fairly				
2. Adults make the program exciting				
3. I feel safe here				
4. This program helps me do better in school				
5. I get along with the students here				
6. I enjoy coming to this program				
7. What would you be doing instead if you did not attend this out-of-school program? ___ Video Games ___TV ___Doing homework/studying ___Nothing ___ Playing ___ Hanging out with friends ___Other				
8. What do you like best about the program?				
9. What do you wish you could change about the program?				

Exhibit I



Minuteman Press of Doral
2818 NW 79th Ave.
Miami, FL 33122
Phone: 305-477-2817 / Fax: 305-594-9177
Web: www.doralprinting.com
E-mail: doral@minutemanpress.com

Quotation

6/2/2016

Bill to: CITY OF DORAL PARKS & RECREATION
DEPARTMENT
8401 NW 53rd TERRACE
2ND FLOOR
Doral, FL 33166

Phone: 305.593.6600
Fax: 305.406.6722

Ship to: CITY OF DORAL PARKS & RECREATION
DEPARTMENT
8401 NW 53rd TERRACE
2ND FLOOR
Doral, FL 33166

Phone: 305.593.6600
Fax: 305.406.6722

1000 BUSINESS CARDS (4/0) 100# ACCENT OPAQUE - (Board Member 1) (Job ID 123860)	Total: \$35.50
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1000 BUSINESS CARDS (4/0) 100# ACCENT OPAQUE - (Board Member 2) (Job ID 123861)	Total: \$35.50
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1000 BUSINESS CARDS (4/0) 100# ACCENT OPAQUE - (Board Member 3) (Job ID 123862)	Total: \$35.50
--	-----------------------

1000 BUSINESS CARDS (4/0) 100# ACCENT OPAQUE - (Board Member 4) (Job ID 123863)	Total: \$35.50
--	-----------------------

Salesperson: Derek

Taxes are not included.
Thank you,