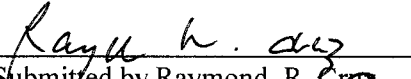


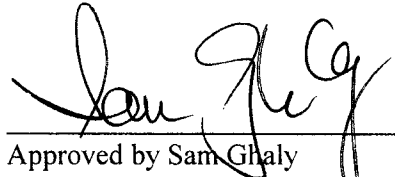


City of Carson Report to Mayor and City Council

September 3, 2013
New Business Discussion

**SUBJECT: CONSIDER APPROVING THE CITY OF CARSON'S PARTICIPATION IN THE
CARSON COLT RESOURCE ALLIANCE**


Submitted by Raymond R. Cruz
Director of Community Services


Approved by Sam Ghaly
City Manager

I. SUMMARY

This item is on the agenda at the request of Mayor Pro Tem Elito Santarina and Councilmember Albert Robles.

Over the course of this past year, City officials and community activists have been meeting with the three principals of the Carson High School Complex and non-profit community-based organizations to find ways wherein community stakeholders can come together in support of the School, its students and its general interests. To this end, an alliance of stakeholders is being proposed that would better utilize the existing resources of these individuals/groups in the hopes of creating a stronger, better Carson High School Complex, as well as strengthening these relationships and creating new ones. The proposed name of this new organization is the Carson Colt Resource Alliance (Alliance). The City Council is now asked to consider endorsing the concept and necessary agreements for the Alliance. This will allow the group to formalize its relationship with each other and bring on some initial City resources to the Center, as well as move forward in meeting its goals.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE City of Carson's participation in the Carson Colt Resource Alliance.
2. DIRECT the City Attorney to review and approve the proposed agreements with the Los Angeles Unified School District and Boys and Girls Club of Carson so that City staff and Sheriff personnel can utilize the facilities associated with the Carson Colt Resource Center to provide their services.

III. ALTERNATIVES

DO NOT approve and TAKE another action the City Council deems appropriate.

IV. BACKGROUND

For many years Carson High School (School) was among many poorer performing high schools within the Los Angeles Unified School District (District). In an

effort to improve the School's performance, in 2011 a number of stakeholders, including the City of Carson and the Pacific Islands Center for Educational Development, came together to apply for a Federal Promise Neighborhood Planning Grant (Exhibit No. 1). If selected, this grant was the first step in receiving resources from the Department of Education that would assist students with becoming successful in all aspects of their academic life. Although no applicants from the Los Angeles area were approved in 2011, the City of Carson's Promise Neighborhood Collaborative was in place for future cooperation among a wide range of private, public, and civic organizations. Even though Carson was not awarded the grant, the goal of improving the School and the performance of its students lived on.

In 2012, the school was broken into three smaller schools. In addition, students were offered a seventh period wherein community partners provided support to students in the form of teacher advising, tutoring, or test preparation for the CST, CAHSEE, and SAT. This additional support resulted in the establishment of the Carson Colt Resource Center (Center) in the X Bungalows. The mission of the Center is to be a resource for the Carson Community, and to assist in producing well-rounded individuals who can take their place as contributing citizens in their community and society in the 21st century. Among its many goals are to increase academic achievement and graduation rates; to provide a safe, structured and supportive academic environment; and to be a place where partner agencies could come and assist students (Exhibit No. 2).

In order to strengthen this mission and further the goals of the Center, a working group of elected officials, the three school principals, and community-based organizations - the Asian American Drug Abuse Program and the Boy's and Girl's Club of Carson - have been meeting. The group has been working to determine how they can better collaborate and utilize the resources they presently have more effectively and efficiently to assist the School community. It was concluded that in order for this effort to have a launching point, a formal alliance would need to be established. This is when the concept of the Carson Colt Resource Alliance was born. Carson High School Principal, Windy Warren, will act as lead school in the alliance; however, services will be available for all three small schools. Any agency that participates in the Colt Resource Alliance must maintain a formal MOU with LAUSD. The Carson Complex Wellness Center Coordinator, Kristy Garrison, will assist in facilitating this MOU process with the District. School Board Member Dr. Richard Vladivic has formally endorsed the Alliance and the MOU process through a letter of understanding (Exhibit No. 3).

As a member of the Alliance, the City of Carson would initially make the City Youth Services Officers, Sheriff Gang Diversion Deputy and their associated services available to the Center. One of the Alliance partners, the Boys and Girls Club of Carson, who is Carson High's LAUSD Beyond the Bell partner, has agreed to oversee the scheduling of facilities for the X Bungalows (6 through 10).

Because of the Club’s willingness, the City and other Alliance agencies would need to enter into a facility use agreement with the District and the Boys and Girls Club of Carson to formally utilize the space at the Center. The programs that will be provided by the Youth Services Officers and Gang Diversion Deputy will be held a few days a week during school hours. Fortunately, this schedule will not utilize any time from existing services in the Resource Center or any additional after school hours in the future. By making this commitment to the School, it is believed that other community partners will join and provide similar resources to support the Resource Center.

The City Council is now asked to initiate this effort by approving participation in the proposed Carson Colt Resource Alliance and to allow the City Attorney to review and approve the agreements to utilize the Resource Center (Exhibit Nos. 4 & 5). Should the City Council approve this request, the first task ahead will be to utilize existing resources of the City and other Alliance members on-site more effectively and to recruit new partners to bring in new, additional resources.

V. FISCAL IMPACT

As the current size of the program is small and, as a result, the cost negligible, there is no fiscal impact at this time. However, if the City’s role expands in the future, the City will incur some cost associated with the Alliance.

VI. EXHIBITS

1. Letter from Principal Windy W. Warren, Ph.D. dated September 2, 2011. (pg. 5)
2. Carson Colt Resource Center Mission Statement and Goals. (pgs. 6-15)
3. Letter of Understanding from School Board Member Dr. Richard Vladovic. (pg. 16)
4. Carson Colt Resource Alliance Memorandum of Agreement. (pgs. 17-19)
5. Carson Colt Resource Alliance School Facility Use Agreement. (pgs. 20-23)

Prepared by: Raymond R. Cruz, Director of Community Services

YO:Rev08-07-2013

Reviewed by:

City Clerk	City Treasurer
Administrative Services	Public Works
Community Development	Community Services

Action taken by City Council	
Date _____	Action _____



Los Angeles Unified School District

Carson High School
22328 South Main Street
(310) 847-6000 (310) 518-5817

Dr. John Deasy
Superintendent of Schools

Michael Romero
Superintendent, District 8

Dr. Windy W. Warren
Principal

September 2, 2011

Dear Promise Neighborhood Evaluator:

As the Principal of Carson Senior High School in Carson, CA, I am writing to confirm our participation as a school and an official Partner of the city of Carson's Promise Neighborhood Collaborative, for the purpose of applying for the 2011 Promise Neighborhood planning grant award alongside collaborative Partner and lead applicant American Pacific Islands Center for Educational Development (APICED).

As a Collaborative Partner, Carson High offers the following in-kind commitments, funded through annual personnel budget expenditures through the Los Angeles Unified School District, towards existing implementation services during the planning year:

70 Hours of Staff time towards a 7th Period class specifically for - Fall 2011: Instructional Intervention, Advisory, Tutoring, Test Prep for CST, CAHSEE, SAT; Spring 2012: Continued Instructional Intervention, Credit Recovery for Failed Fall Classes - valued approximately at \$291,200.

Respectfully and Appreciatively,

Windy W. Warren, Ph.D.
Principal, Carson Senior High

CARSON COLTS AIM
*Committed to Academic Rigor, Skills, & Opportunities that Nurture
Collaborative, Organized, Learners & Thinkers toward Success who acquire
Advanced Skills, Involvement, Citizenship, Marketable Readiness*

EXHIBIT NO. -1



Carson Colt Resource Center

Mission

To be a resource for the Carson Community and to assist in producing well-rounded individuals who can take their place as contributing citizens in their community, and society in the twenty-first century.

Goals

1. Initially, to assist through the Center in raising the academic achievement and graduation rates of all students attending Carson High School.
2. To provide a safe, structured and supportive academic environment for Carson High School Students and faculty during and beyond the school day.
3. To be a Central meeting place that provides support to *all* our students academically, socially, culturally and emotionally.
4. To provide as needed additional resources for further support (eg. to feeder middle and elementary schools as necessary), via Partnering Agencies and other school based entities.
5. To create more connected community partners who have separate “work” and “play spaces” with which to engage students, particularly low-achieving ones, more effectively
6. To build a central space to build community and break down cultural and institutional silos between disparate groups within the school and also within the larger community of Carson
7. To create a place students and community partners can take ownership of, be proud of, and eventually take responsibility for in the maintenance and upkeep of

Vision: A place where community and civic organizations can more effectively connect services to student populations at Carson High School and beyond. Though primarily student-centered, the Resource/Community Center will also provide space for approved agencies who offer more broad-based, community-focused services like job employment services, career-readiness, and more.

Students will benefit from a state-of-the-art media arts labs, including a video production room and a music production studio, as well as a general computer lab with laptop and desktops and printers for students to access the Internet for research or wordprocessing, etc. Teachers and community partners alike will be able to utilize a state-of-the-art videoconferencing room to connect with other like-minded groups around the world. Quiet spaces will be the focal point in bungalow Z10, where individual laptop and study stations, as well as group project study rooms will be provided. After-school and in-school tutoring labs will be housed in Z7 and Z8, one of which, Z7, will come with a dedicated storage space to keep folded chairs and tables (and recreational pieces like a ping-pong table, etc.) when the room is converted into an open space for various activities, including dance, theater, musical performances, and cultural activities —this will be the “Multi-Cultural Room,” a space where all cultures and ethnicities will be welcome. These 2 classrooms will also be open for other outside classes like parenting



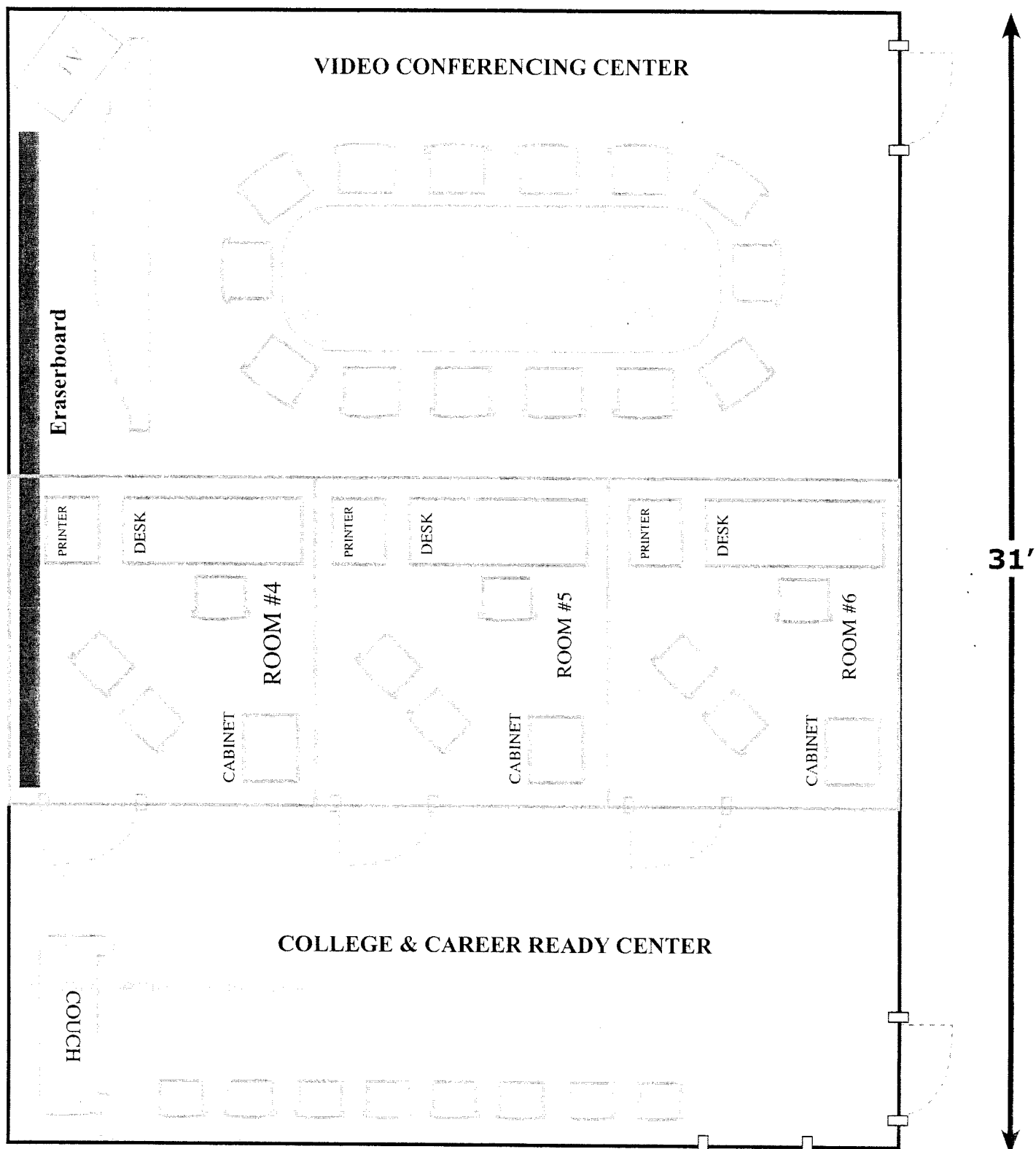
classes, EL classes, etc. Office space is plentiful in Z9, with 6 rooms + a reception area, all outfitted with Internet access, phones, printer, and filing cabinets.

Students, faculty, and staff will be able to take respite in the courtyard area, where there will be picnic tables and seating areas, a lawn, and Sycamore trees that serve to create a more peaceful, ambient atmosphere when necessary. Study breaks are mandatory in this space!

Bungalow	Purpose	To Dos
Z3	State-of-Art Videoconferencing Center + Office Space (eg. Boys and Girls Club, College and Career Readiness Counseling, Internships, Civic partners)	<ul style="list-style-type: none"> • add four (4) walls to separate conference rooms and offices (floor-to-ceiling dividing walls) and 3 doors for offices • possibly add a hallway to connect the conference room and office spaces (if there's enough room, instead of having to exit the building to get to either side) • remove built-in storage units • remove eraserboard • paint/decorate walls • remove and replace existing handicap ramp (shared with Z4)
Z4	Media Arts + Word Processing Computer Lab	<ul style="list-style-type: none"> • remove storage units • add 1 long wall, 2 short walls (soundproofed, floor-to-ceiling dividing walls), 2 doors to create music production and video editing rooms • paint/decorate walls • remove and replace existing handicap ramp (shared with Z3)
Z7	Multi-Cultural Classroom, Mini Multi-Purpose Room	<ul style="list-style-type: none"> • convert existing built-in storage units or replace with storage unit for folding tables and chairs • paint/decorate walls • remove and replace existing handicap ramp (shared with Z8)
Z8	Classroom/Tutoring Lab	<ul style="list-style-type: none"> • remove built-in storage units • paint/decorate walls • remove and replace existing handicap ramp (shared with Z7)

Bungalow	Purpose	To Dos
Z9	Office Space (eg. HEART office partners, Promise Neighborhoods)	<ul style="list-style-type: none"> • remove built-in storage units • add 2 long walls, 6 short walls (floor-to-ceiling dividing walls), 3 doors to create 6 office spaces and 1 reception area • paint/decorate walls • remove and replace existing handicap ramp (shared with Z10)
Z10	Individual and Group Study Lounge	<ul style="list-style-type: none"> • remove two (2) built-in storage units • add 3 long walls, 2 short walls (floor-to-ceiling dividing walls), 3 doors to create 3 group study rooms, 1 quarter room with individual study/laptop and another quarter room with individual student desks • move existing exterior entrance down to corner of building to accommodate new group study rooms • paint/decorate walls • remove and replace existing handicap ramp (shared with Z9)
Courtyard	Outside Space for relaxation, lunch, gatherings	<ul style="list-style-type: none"> • tear up asphalt in order to create more aesthetically pleasing, "natural" space with grass, landscaping • plant Sycamore trees in the spring • install picnic tables, chairs

BUNGALOW # Z3: Video Conference Center + Office Space (eg. Employment Oppty, College Counseling, etc.)



Ceiling Height (Sloped): Highest point, 11'2"; Lowest point, 10' 3"

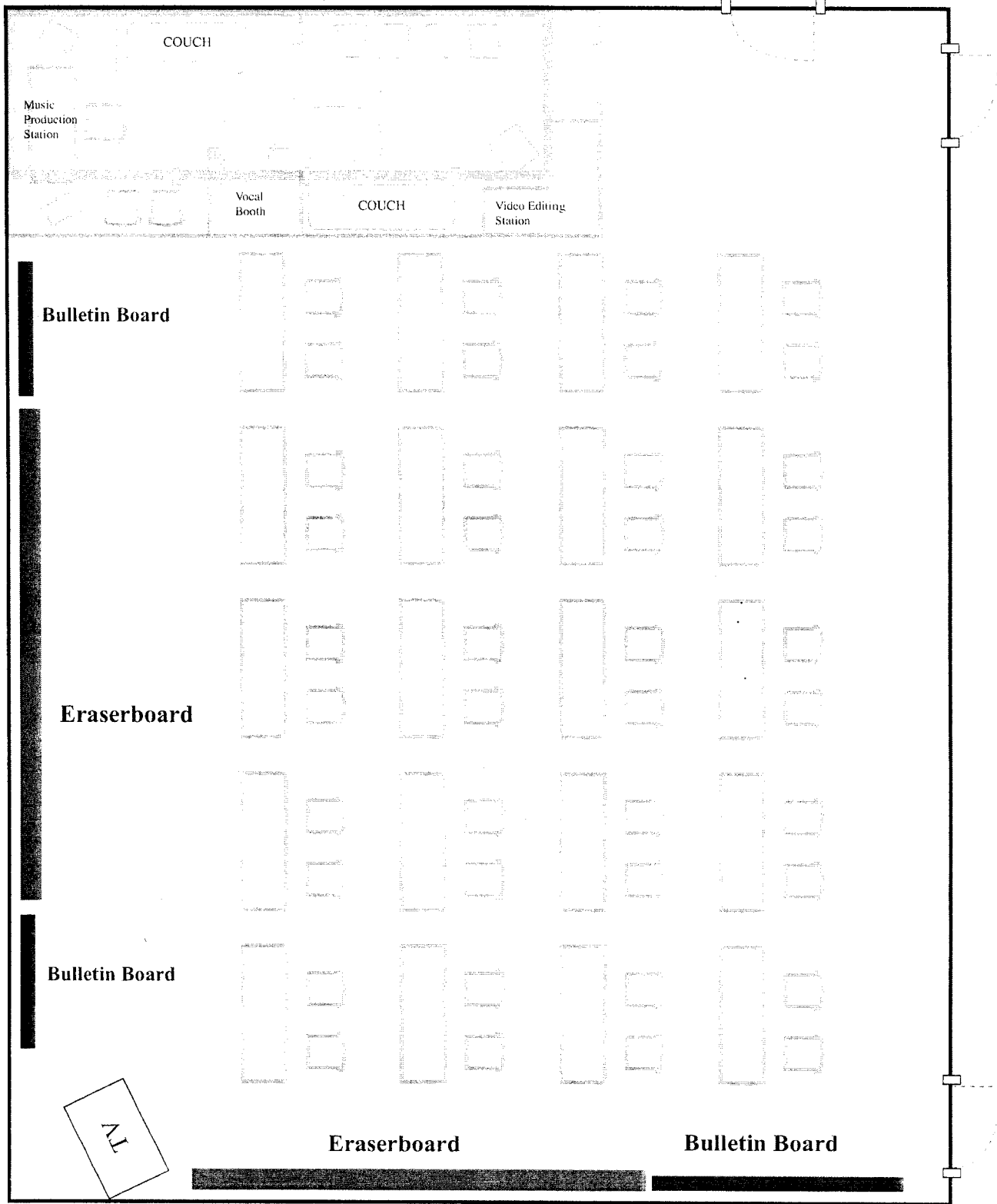
27'



BUNGALOW # Z4: Media Arts + Computer Lab

REMOVE STORAGE LOCKERS

Built-in Storage



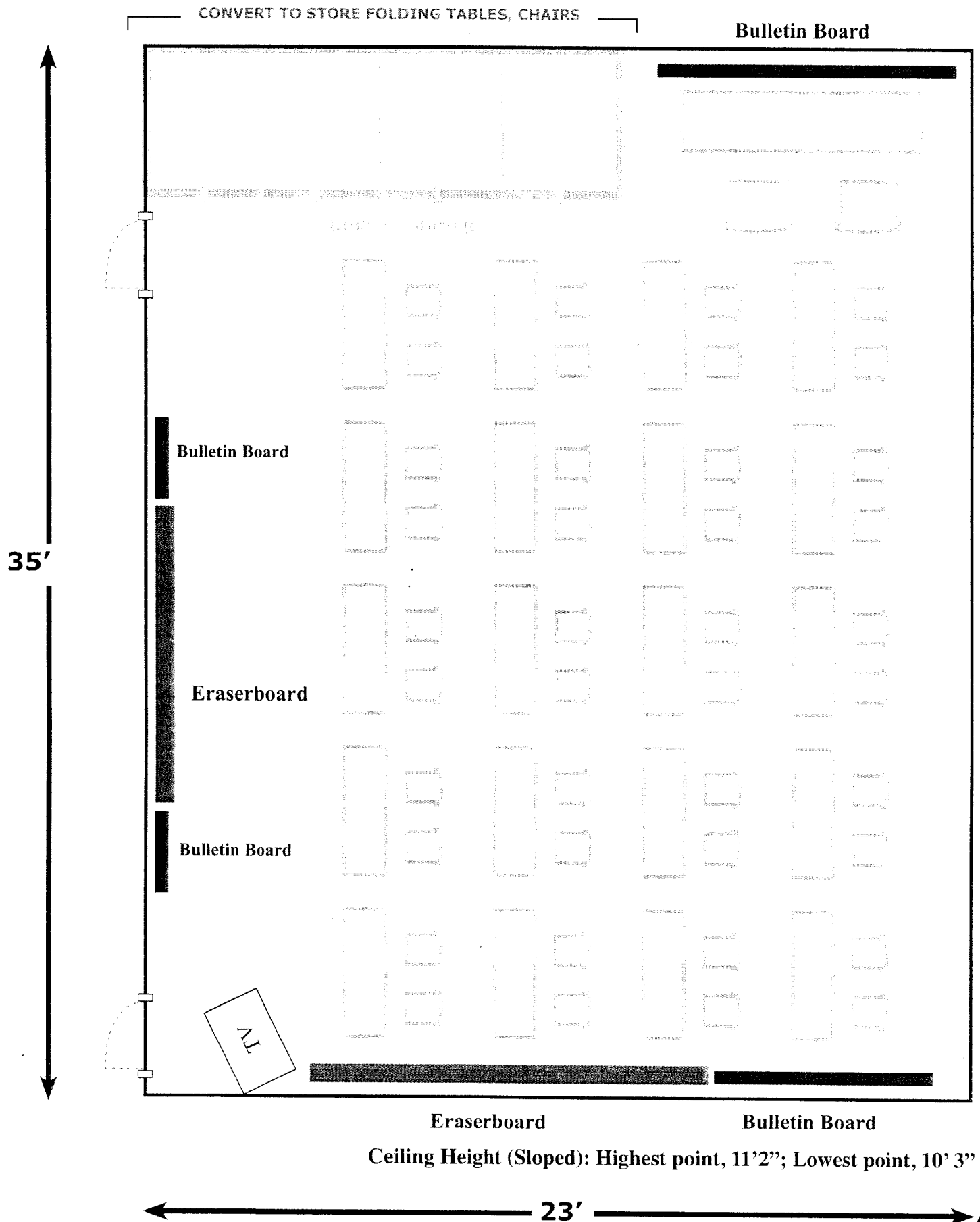
31'

Ceiling Height (Sloped): Highest point, 11'2"; Lowest point, 10'3"

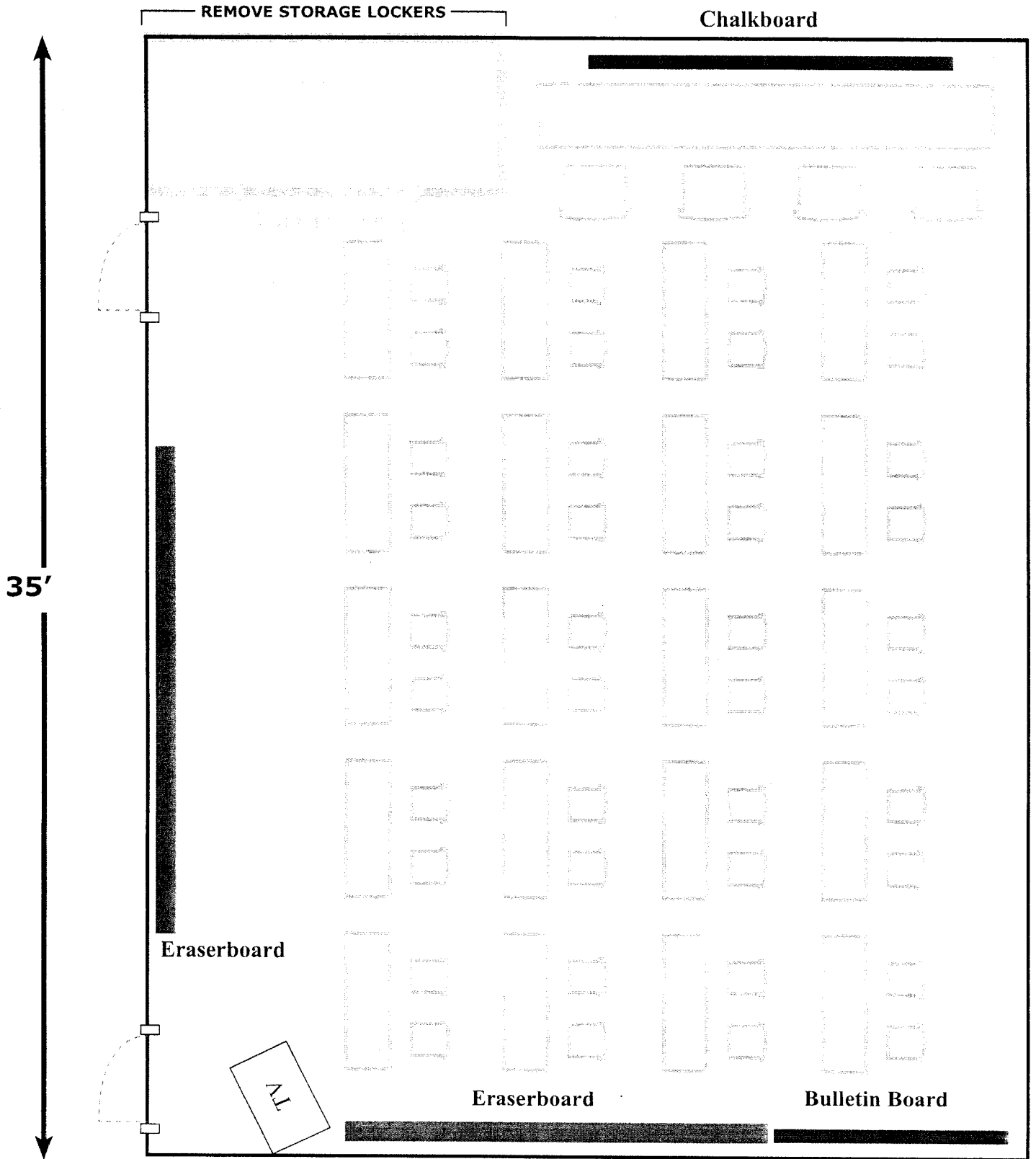
27'



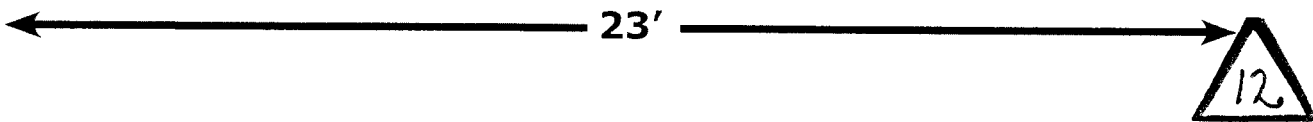
BUNGALOW # Z7: Multi-Cultural Classroom (mini-MPR)



BUNGALOW # Z8: Classroom



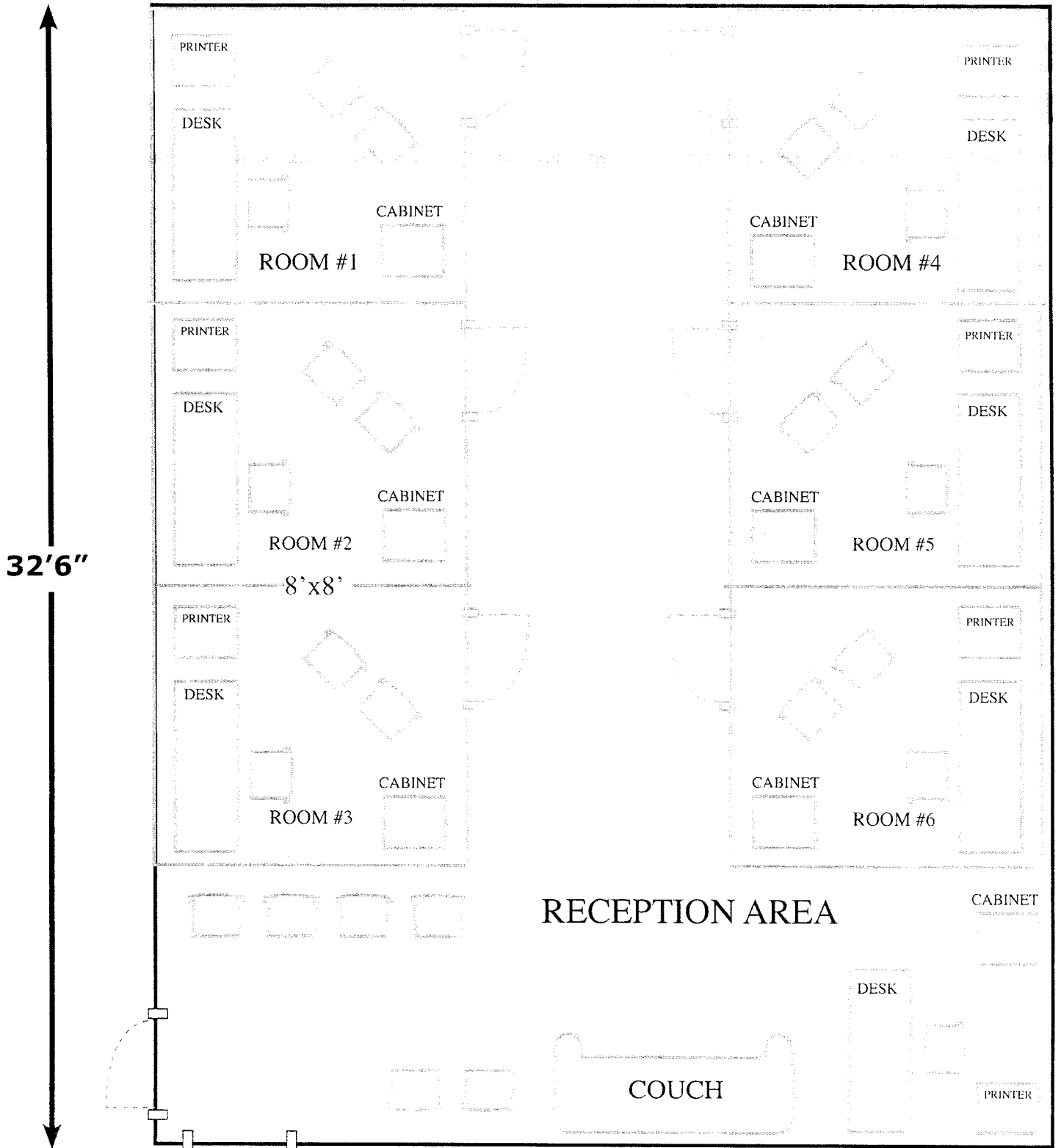
Ceiling Height (Sloped): Highest point, 11'2"; Lowest point, 10' 3"



BUNGALOW # Z9: Office Space

(eg. HEART Office, Promise Neighborhoods, etc.)

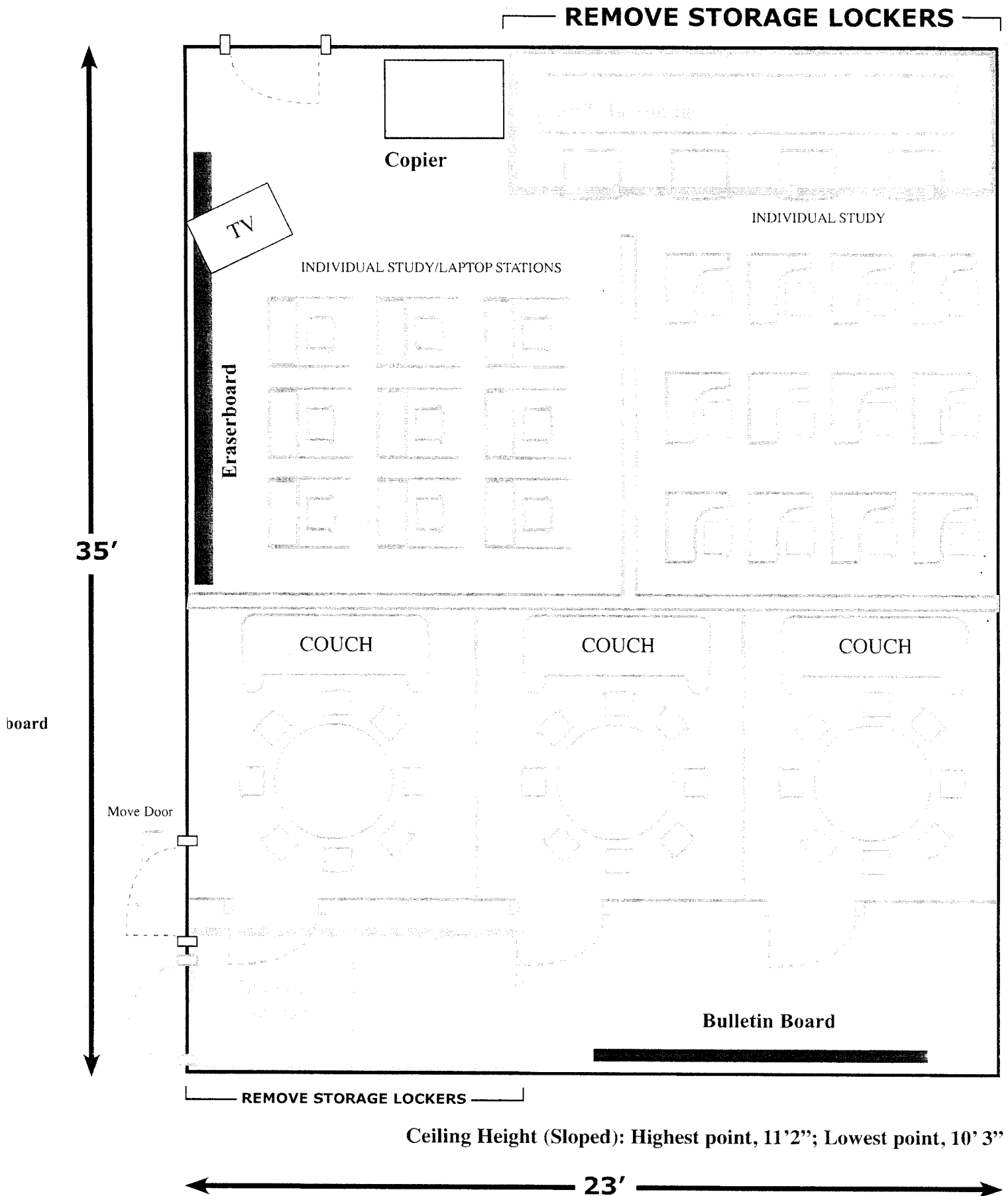
REMOVE STORAGE LOCKERS

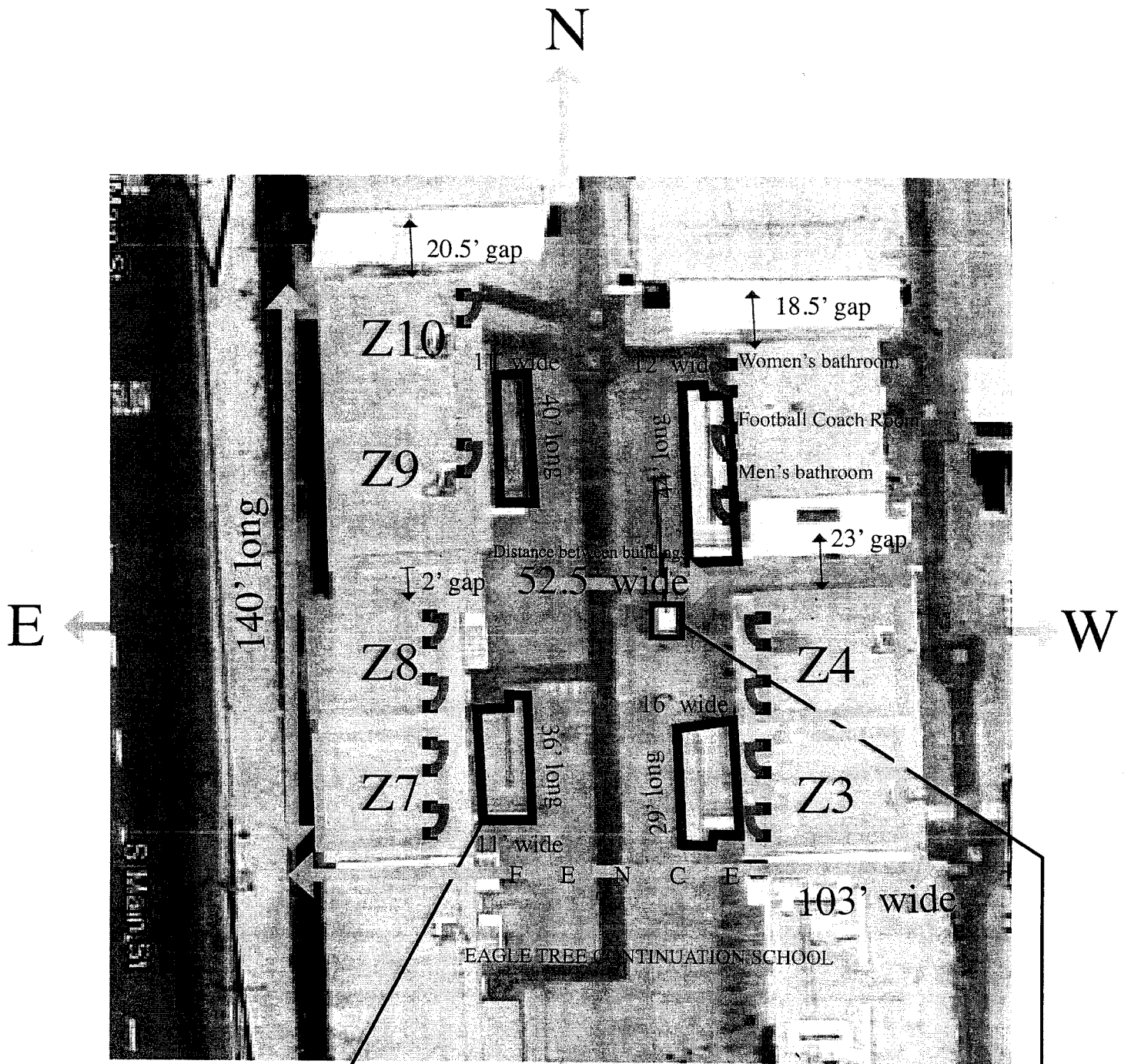


Ceiling Height (Sloped): Highest point, 11'2"; Lowest point, 10'3"

23'


BUNGALOW # Z10: Individual + Group Study Room





Wheelchair ramp
(see dimensions)

Flagpole dimensions
(3' x 3' base)

 = DOOR

*Los Angeles Unified School District
Board of Education*



DR. RICHARD VLADOVIC
Board Member, District 7

Dear Carson Community,

I heartily support the Carson Colt Resource Alliance, in which Carson High School, the City of Carson, the Carson High Wellness Center, and other community agencies who service the needs of Carson youth will collaborate to offer services to youth and families on the Carson High Complex. I understand that Carson High School will act as the lead school in this Alliance, but that services will be available to all students and families of the three small schools on the Carson High Complex – Carson High School, Academy of Education and Empowerment, and Academy of Medical Arts. Our office supports the setting aside of five co-located Carson High School bungalows (X6 – X10) to provide space for these services. All agencies that join the Carson Colt Resource Alliance will be expected to complete the standard LAUSD Memorandum of Understanding paperwork and process. Our office also supports the efforts of the Carson Boys and Girls Club, formal LAUSD Beyond the Bell partners, to act as facilitators of the Carson Colt Resource Alliance MOU process and scheduling of facility space in the set-aside bungalows. I applaud your efforts to provide thoughtful and collaborative support to our school youth and families. Thank you for your ongoing support and services.

Dr. Richard Vladovic, President
LAUSD Board of Education



Carson Complex Logo
Carson Colt Resource Alliance
Memorandum of Agreement

I. PURPOSE

The goals of the Carson Complex, Carson Colt Resource Alliance are to support academic achievement, provide opportunities to develop well-rounded individuals and prepare students for post-secondary education opportunities. The Carson Colt Resource Alliance will provide support and resources to help prepare 9th-12th students for success in their future endeavors.

The goal is for the partners to collaboratively provide wraparound services with the goal of on time grade progression, high school graduation and post-secondary education opportunities.

II. UNDERSTANDINGS AND AGREEMENTS

THIS AGREEMENT is made between Carson Complex and City of Carson whereby both parties agree to work in partnership to support Carson Complex students.

The City of Carson agrees to:

- Identify staff member(s)/volunteer(s) to work with the Organization deemed as the Point of Contact to ensure the coordination of the Carson Colt Resource Alliance and its services.
- Develop and document clearly defined, measurable goals and communicate these goals to all partners.
- Provide a monthly schedule of activities that meet the goals of the Carson Colt Resource Alliance.
- Supply and maintain an accurate daily sign-in and sign-out log for all students enrolled in the program/activity.
- Ensure that each program enrollment form is properly completed and received before a student begins the program.
- Ensure that all academic assistance aligns with District and State standards.
- Uphold the District requirement that all non-District employees working or volunteering for the City of Carson agency has been fingerprinted through the Department of Justice and the Federal Bureau of Investigation (Live Scan) prior to contact with Carson Complex students.
- Non-District employees and volunteers have been tested for TB prior to contact with Carson Complex students .
- Take out and maintain current throughout the term of this agreement a public risk insurance policy, in which (a) Carson Complex and the Point of Contact is indemnified in an amount not less than \$3 million for any claims whatsoever (including injury to persons or damage to property) arising out of the use of the School premises by the City of Carson (b) the School and the Point of Contact is named as an Additional Insured under the policy; and (c) the policy or a certificate of insurance must be produced to the School and Point of Contact prior to use of the facilities. City of Carson and the School and Point of Contact agree that any insurance policies procured by City of Carson that provide benefits or protection for the School and the Point of Contact shall be primary and that any policies procured by School that might happen to provide protection or benefits to the School and Point of Contact arising out of City of Carson use of the School premises shall be excess. Submit insurance documentation with MOU.
- Provide Usage Agreement to Organization deemed as the Point of Contact.
- Advise the Organization deemed as the Point of Contact of all changes to site personnel and program design.
- Maintain a pupil-to-staff member ratio of no more than 20:1. Students must be supervised by an adult at all times.

- Collect input from students, families, school administrators/staff, and City of Carson to assess student needs and solicit feedback in an effort to encourage program improvement.
- Develop and document a system of student recruitment and outreach strategies that involve students and promote broad-based community awareness of the program.
- Make information about the after school program available in a form and language that is easily understandable for all parents.
- Submit accurate student attendance records for each after school activity to the Organization deemed the Point of Contact by end of day the activity is scheduled.

CARSON COMPLEX will support the Carson Colt Resource Alliance for its students by:

- Designate an Organization as the Point of Contact to be the liaison between the regular school day and City of Carson agencies providing services on Carson Complex campus.
- Host the Carson Colt Resource Alliance by providing access to shared space, as well as other programming resources on the high school campus.
- Help promote Carson Colt Resource Alliance activities among students, teachers, counselors, and parents/guardians.
- Provide access to regular day teachers, counselors, students and parents/guardians through meetings and written school communications.
- Participate in the development of joint strategies to increase student participation and engagement.
- Help identify students who will most benefit by participating in Carson Colt Resource Alliance activities.

III. DURATION, TERMINATION AND MODIFICATION

THIS AGREEMENT will become effective upon signing. It will continue for a period of 1 year, at which time the agreement will be reviewed by the partners to determine its long-term need and feasibility. This agreement may be terminated by either party with 30 days written notice of intent to terminate.

IV. SIGNATURES

In witness whereof, the parties have duly executed this Agreement as of the dates set forth below.

Dr. Windy Warren
Principal, Carson High School

Date

Principal
Principal, Name of school

Date

Principal
Principal, Name of School

Date



Mayor Jim Dear

Date

ATTEST:

City Clerk Donesia Gause, CMC

Date

APPROVED AS TO FORM:

City Attorney

Date

Carson Complex Logo
Carson Colt Resource Alliance

School Facility Use Agreement

City of Carson and Carson Complex agree to allow the following described room(s) or facility(ies):

to be used by City of Carson subject to the following terms and conditions which are agreed to by the respective parties.

1. The facility(ies) will be available for use on the following dates and times:

Dates from: _____ through _____

Between the hours of _____ AM/PM and _____ AM/PM

Purpose/type of function(s): _____

Number of people attending: _____

2. The City of Carson to observe the following opening, logistics and securing arrangements:

- Make arrangement with the Point of Contact to pick up keys to the facility
- Return keys immediately after end of program activity to the Point of Contact
- Leave the facility clean and free of trash
- Provide your own materials, equipment, etc. for all activities
- Do not leave equipment or materials in the facility without prior approval from the Point of Contact
- Do not remove, relocate or take property outside of the facility for any reason without prior approval from the Point of Contact
- Do not use equipment and materials in the facility for any reason without prior approval from the Point of Contact

3. For the purposes of this agreement, the City of Carson will use only those parts of the buildings or grounds specified above, and the entrances to those parts. The facility shall be used for the purposes stated in this agreement and no other use will be permitted.



4. The City of Carson is to ensure that any furniture and equipment moved during use of the premises is replaced, that the premises will be left in a clean and tidy condition, that proper care will be taken of the premises during use and any damage from such use, whether caused by negligence, recklessness or the willfulness of the City of Carson or the servants, agents or invitees of the City of Carson is repaired at the City of Carson own cost. City of Carson is responsible for any lost keys, and any cost that Carson Complex might incur to replace and/or re-key the facility.

5. Carson Complex reserves the right to terminate this agreement immediately by notice in writing at its absolute discretion if clause 6 is contravened by the City of Carson (or the servants, agents or invitees of the City of Carson) at any time.

6. The City of Carson shall maintain current throughout the term of this agreement a public risk insurance policy, in which (a) Carson Complex and the Point of Contact is indemnified in an amount not less than \$3 million for any claims whatsoever (including injury to persons or damage to property) arising out of the use of the School premises by the City of Carson (b) the School and the Point of Contact is named as an Additional Insured under the policy; and (c) the policy or a certificate of insurance must be produced to the School and Point of Contact prior to use of the facilities. City of Carson and the School and Point of Contact agree that any insurance policies procured by City of Carson that provide benefits or protection for the School and the Point of Contact shall be primary and that any policies procured by School that might happen to provide protection or benefits to the School and Point of Contact arising out of City of Carson use of the School premises shall be excess.

7. The City of Carson agrees that no hazardous materials, including but not limited to, flammable materials or liquids, fireworks, pyrotechnic devices, explosives, poisonous materials or plants, strong acids or caustics, or dangerous animals will be brought onto the premises or used in any way while occupying any portion of any School owned property.

8. The City of Carson agree that no amusement rides or attractions, including but not limited to, trampolines of any type, enclosed or air supported structures of any type, climbing walls, climbing ropes, firearms or shooting activity, bow and arrow shooting activity or equipment or devices related thereto will be brought onto the premises or used in any way while occupying any portion of any School owned property.

9. The City of Carson must give written notice to the School and Point of Contact of any accident resulting in bodily injury or damage to property of the School or others occurring on School premises or in any way connected with the use of School premises within 24 hours of the accident. The notice must include details of the time, place and circumstances of the names and addresses of any person(s) witnessing the accident. An incident report will be provided by the Point of Contact.

In addition, the City of Carson undertakes and agrees to indemnify and hold harmless the school, Point of Contact, school board, school board elected and appointed officials, administrators, principals, teachers and all other school employees, volunteers or representatives, and all persons and bodies corporate acting for or on behalf of them, against all liability, claims, demands, actions, suits, damages, proceedings, costs and expenses (including reasonable attorney fees) whatsoever (including injury to persons and damage to property) for which they may be or become liable directly or indirectly arising out of the use of School premises by the City of Carson (or the servants, agents or invitees of the City of Carson), and for such further sums in excess of those contained in any insurance policy procured by City of Carson relating to the use of the School premises or for such amounts as may not be payable under any such insurance policy.

Carson Complex

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Mayor Jim Dear

Date

ATTEST:

City Clerk Donesia Gause, CMC

Date

APPROVED AS TO FORM:

City Attorney

Date