

2018 NRP Contracted Project Request Scope of Service

Project: Lake Nokomis Community School (LNCS) Keewaydin *Dancing Classrooms*
Program: Community Engagement
Board Approval: July 26, 2018 (PENDING)

The Executive Committee is recommending to the Board of Directors to review and approve the attached **Request for Support** submitted by LNCS Keewaydin and Heart of Dance to fund the *Dancing Classrooms* project. The funding request is for \$6,000 (\$3,000 per year) for the 2018/2019 and 2019/2020 school years.

The funding will come from the Neighborhood Revitalization Program (NRP) Phase I, Housing 1.1.1. This will require a NRP Plan Modification and triggers a 21-day public notification period beginning on June 29, 2018. NENA staff will post information about the NRP Plan Modification on the NENA website, social media and on the Board agenda. Community members will be encouraged to attend the 7/26 Board meeting for the final review and approval of the plan modification and scope of service.

This project or its funding was not included in the 2018 Operating Budget when passed in December 2017. All project expenses will be coded as Community Engagement programming expenses. The project expenses will be reimbursed through the Identify/Address Neighborhood Concerns strategy (NRP Phase I, People Services 2.1-3.6)

Project Summary:

Heart of Dance will partner with LNCS Keewaydin through *Dancing Classrooms*, a dance residency provided without charge to parents and families to all fifth grade students. It includes curriculum integrated with classroom studies, 20 dance sessions (two per week for ten weeks), and a school showcase where students perform six dances and display their classroom projects for fellow students, teachers, community, and family members.

Dancing Classrooms is a collaborative program between Heart of Dance and local elementary schools. Heart of Dance will work with LNCS Keewaydin in fall 2018 to achieve the following intended outcomes:

- Provide ballroom dance instruction to an estimated 80 fifth grade students;
- Increase awareness of other cultures and traditions through an artistic genre to which students may not have been otherwise exposed;
- Teach qualities such as respect, poise and self-confidence, while at the same time increasing social skill; and
- Strengthen the sense of community both inside the school and within the neighborhood through public events and building teamwork.

Dancing Classrooms sessions are 50 minutes in length, and are held during the school day to ensure full student participation. Every fifth grade student at LNCS Keewaydin will receive the full curriculum. Students learn six ballroom dances: Merengue, Foxtrot, Rumba, Tango, Swing, and Waltz. The residency coordinates with classroom teachers to connect the dance program to subjects in the school curriculum, such as writing essays and poems, researching the cultural origins of dances for social studies, creating visual art, and learning fractions in math.

In addition to ballroom dance instruction, students will also receive a “Pro Buddy visit” during their 10-week session. Pro Buddies are locally-based ballroom dance professionals who volunteer their time. The Pro Buddies perform for students, giving them opportunity to see their posture, elegance and accomplishment. The professional dancers engage students in deeper conversations, answering questions and talking about their experiences as performers, competitors, teachers, and dance coaches.

Upon completing this ten-week curriculum, students will perform for their parents, teachers, local community members, and the student body at a special Culminating Event held at LNCS Keewaydin. This includes dance showcases as well as student artwork, essays, music presentations and/or research projects. Twelve students will then represent LNCS Keewaydin in an all-school Colors of the Rainbow Team Match, where students perform the dances they learned before a panel of volunteer professional ballroom dance judges.

In addition to the *Dancing Classrooms* instruction, Heart of Dance propose partnering with community organizations to provide opportunities to showcase the work of these fifth graders and engage other members of the community, including at park and recreation events, indoor and outdoor block parties, etc. In February, 2018, for example, Heart of Dance was invited by Maggie Mercil, Recreation Facility Specialist for Nokomis Park, to perform at the Senior Valentine Luncheon event. For this event Heart of Dance showed a video of Heart of Dance students and showcased adult dancers, but this will be an opportunity for 5th grade dancers next year. For this grant, Heart of Dance would like to work with local partners like this to highlight the work NENA is doing and celebrate the LNCS Keewaydin students.

Each classroom will have one Teaching Artist throughout the ten-week session, and LNCS Keewaydin will have an Education Liaison as well. Every Teaching Artist at Heart of Dance receives the same rigorous and systematic training, ensuring that all Teaching Artists are equally equipped and can step in to substitute at any school should there be a need. Teaching Artists are given a refresher course before each fall semester so that the material is fresh in their minds.

The Education Liaison serves as the liaison between the school leadership and Heart of Dance, identifying issues early on either from the Teaching Artist, fifth-grade teacher, or administration perspective. Typically, the Education Liaison visits the school on at least five occasions: Orientation prior to residency; two classroom visits mid-semester; the Culminating Event; and a final debrief at the end of the program. Heart of Dance find these visits to be key to solving

problems early, and obtaining feedback to share with the Teaching Artist or other parties to improve the partnership.

The program cost per classroom is \$4,000, with the participating schools asked to contribute one-half or \$2,000, and Heart of Dance funding the remaining \$2,000. There are three 5th grade classrooms at LNCS Keewaydin. Therefore, the total cost for our partnership is \$12,000 per year, with \$6,000 paid by LNCS Keewaydin and \$6,000 paid by Heart of Dance.

LNCS Keewaydin's Parent-Teacher Association (PTA) generously provided a contribution of \$2,000 for the spring, 2018 semester of *Dancing Classrooms*, as they understood the benefit of the SEL residency on the students and school environment. Based on their enthusiastic support, Heart of Dance anticipate that the PTA will again make a similar contribution for the fall, 2018 residency. Principal Ray is working toward finding another \$1,000 for fall in the current school budget or from other sources to help cover the program cost. Heart of Dance and Principal Ray connected with the Nokomis East Business Association and several individual members at the block party and at their board meetings, and several of them expressed interest in further conversations. Heart of Dance hope that a sustainable partnership with NENA could match this \$3,000 amount and provide the funds needed to make this partnership possible in the future.

NENA began conversations with LNCS Keewaydin and Heart of Dance in February 2018. Heart of Dance presented information to the Board during the public comment period of the February Board meeting. NENA staff attended a *Dancing Classrooms* class in April at LNCS Keewaydin. NENA supported both groups with completion of the NENA Request for Support Form.

Project Administration:

- NENA staff is responsible for supporting LNCS Keewaydin and Heart of Dance with completing the Request for Support Form, and keeping partners informed of progress on the NENA process.
- NENA staff is responsible for drafting the Scope of Service and keeping the Executive Committee and Board informed of progress on the project.
- NENA staff is responsible for working with City Neighborhood Community and Relations (NRC) Department Staff to complete the NRP Plan Modification steps.
- NENA staff is responsible for working with LNCS Keewaydin and Heart of Dance to help promote the project and organize community events/performances.

Project Timeline:

Executive Committee Approval	June 7, 2018
Heart of Dance Presentation at Board meeting	June 28, 2018
NRP 21 Day Public Notification Begins	June 28, 2018
Final Board Review & Approval	July 26, 2018
Contracting NRP Funding	August 2018
Payment Dates	August 2018 / August 2019

Total NRP Request:

\$6,000	LNCS Keewaydin <i>Dancing Classrooms</i> Project (2 school years)
\$0	Project Administration Expenses (Minimal NENA staff time required)

\$6,000
Leveraged Funds:

\$6,000	Matching funds from the LNCS Parent Teacher Association (PTA), school and donors
\$12,000	Matching funds from Heart of Dance

NENA Key Questions:**1. How does this proposal help achieve NENA's mission?**

To better the quality of life and build a sense of community pride by sponsoring actions which help our environment, businesses and homes.

LNCS Keewaydin and Heart of Dance have submitted a comprehensive Request for Support. NENA and other neighborhood organizations have a long history of supporting schools and parks. LNCS Keewaydin is a community school serving many Nokomis East families. They represent diverse cultures and experiences which allows for instruction in the meaning and value of community and the importance of lifelong learning. LNCS celebrates our neighborhood school culture and like to be known as a big city school with a small town heart.

From Heart of Dance data: LNCS Keewaydin is a microcosm of the diversity of the neighborhood as a whole. We worked with a total of 79 fifth grade students in the 2017-2018 school year. Of these students, 27% are African American; 4% are American Indian; 2% are Asian; 46% are Caucasian; 20% are Hispanic; 1% Identified as two or more races; and 57% qualify for free or reduced lunch.

2. Have appropriate stakeholders been informed and involved?

Yes – the LNCS principal, staff, PTA and most importantly the students support and value *Dancing Classrooms*.

3. Is there community ownership/engagement of the proposal?

Yes - The PTA and school secured funding for the program for the 2017-2018 school year and are committed to secure funding for the upcoming two school years.

4. What are the short and long-term effects of the proposal?

Strengthen NENA's partnership with LNCS Keewaydin. Provide educational opportunities for Nokomis East fifth graders.

From Heart of Dance: *Dancing Classrooms* can also have long-term, lasting effects by changing the culture of the school. The three Social Emotional Learning (SEL) fundamentals of *Dancing Classrooms* are Respect, Teamwork and Elegance. We emphasize these traits in every session, and students begin to treat others in new and positive ways. One principal told us that when her *Dancing Classrooms* 5th graders returned as 6th graders to the school, they were a different entering 6th grade class. They took leadership and modeled respect in a way that changed the school culture. This can also help to build community as well.

5. What are the identified challenges to success?

NENA funding is a temporary solution for the project. LNCS and Heart of Dance will need to identify and secure permanent funding to keep this project sustainable without NENA funds.

6. Is there opposition to the proposal? How has this been addressed?

At this time, no opposition identified.

7. Has an appropriate budget been developed?

Yes – See the project budget in the Request for Support form. NENA funding will pay for 25% of the cost of the program per year.

8. Has the money been secured?

No – NENA funding will be secured through Board approval of the NRP Plan Modification and this Scope of Service. LNCS Keewaydin, the PTA and Heart of Dance will secure matching funding by start of school years.

Nokomis East Neighborhood Association (NENA)

Requests for Support Form

Dear Community Member,

Thank you for your interest in working with NENA. To best serve you, we ask that you answer the below questions and submit to nenan@nokomiseast.org. Once we receive your completed form, we will be in touch with you to start the process.

1. Contact Information

Date: May 29, 2018

Organization Name, if applicable: Heart of Dance

Contact Person Name: Ember Reichgott Junge

Contact Person Title, if applicable: Co-President, Development Director

Address: 500 East Grant Street, #1308, Minneapolis, MN 55404

Phone Number: 612-750-1262

Email Address: emberrj@heartofdancemn.org

Website, if applicable: www.heartofdancemn.org

Organization Description, if applicable: Heart of Dance is a Minnesota-based nonprofit organization founded in 2013 by Ember Reichgott Junge and Andrea Mirenda. In 2015 Heart of Dance launched its first program called *Dancing Classrooms*, which uses ballroom dance to teach social and emotional learning development (SEL) to fifth and eighth grade students. The mission of Heart of Dance is to bring the physical, mental and emotional benefits of social dance to youth, seniors, and individuals living with challenges.

2. NENA's Decision Making Key Questions

The NENA Board, committee(s) and staff will use the following Key Questions to decide upon Requests for Support. In this Request for Support Form, be sure to address each of the questions:

1. How does this proposal help achieve NENA's mission?
2. Have appropriate stakeholders been informed and involved?
3. Is there community ownership/engagement of the proposal?
4. What are the short and long-term effects of the proposal?
5. What are the identified challenges to success?
6. Is there opposition to the proposal? How has this been addressed?

7. Has an appropriate budget been developed?
8. Has the funding been secured?

Additional Considerations:

1. Has the appropriate process been followed in developing the proposal?
2. Can NENA develop the resources needed?
3. Does this proposal fit within the strategic plan, including financial plan?
4. Is there a more effective way to achieve this objective?

3. Project Summary

Please describe your idea and its intended outcomes. Please include the purpose, goals and activities to be carried out.

Heart of Dance will partner with Lake Nokomis Community School (LNCS)--Keewaydin through *Dancing Classrooms*, a dance residency provided without charge to parents and families to all fifth grade students. It includes curriculum integrated with classroom studies, 20 dance sessions (two per week for ten weeks), and a school showcase where students perform six dances and display their classroom projects for fellow students, teachers, community, and family members.

Dancing Classrooms is a collaborative program between Heart of Dance and local elementary schools. We will work with LNCS Keewaydin in fall 2018 to achieve the following intended outcomes:

- Provide ballroom dance instruction to an estimated 80 fifth grade students;
- Increase awareness of other cultures and traditions through an artistic genre to which students may not have been otherwise exposed;
- Teach qualities such as respect, poise and self-confidence, while at the same time increasing social skill; and
- Strengthen the sense of community both inside the school and within the neighborhood through public events and building teamwork.

Dancing Classrooms sessions are 50 minutes in length, and are held during the school day to ensure full student participation. Every fifth grade student at LNCS Keewaydin will receive the full curriculum. Students learn six ballroom dances: Merengue, Foxtrot, Rumba, Tango, Swing, and Waltz. The residency coordinates with classroom teachers to connect the dance program to subjects in the school curriculum, such as writing essays and poems, researching the cultural origins of dances for social studies, creating visual art, and learning fractions in math.

In addition to ballroom dance instruction, students will also receive a "Pro Buddy visit" during their 10-week session. Pro Buddies are locally-based ballroom dance professionals who volunteer their time. The Pro Buddies perform for students, giving them opportunity to see their posture, elegance and accomplishment. The professional dancers engage students in deeper conversations, answering questions and talking about their experiences as performers, competitors, teachers, and dance coaches.

Upon completing this ten-week curriculum, students will perform for their parents, teachers, local community members, and the student body at a special Culminating Event held at LNCS Keewaydin. This includes dance showcases as well as student artwork, essays, music presentations and/or research projects. Twelve students will then represent LNCS Keewaydin in an all-school Colors of the Rainbow Team Match, where students perform the dances they learned before a panel of volunteer professional ballroom dance judges.

In addition to the *Dancing Classrooms* instruction, we propose partnering with community organizations to provide opportunities to showcase the work of these fifth graders and engage other members of the community, including at park and recreation events, indoor and outdoor block parties, etc. In February, 2018, for example, Heart of Dance was invited by Maggie Mercil, Recreation Facility Specialist for Nokomis Park, to perform at the Senior Valentine Luncheon event. For this event we showed a video of Heart of Dance students and showcased adult dancers, but this will be an opportunity for fifth grade dancers next year. For this grant, we would like to work with local partners like this to highlight the work NENA is doing and celebrate the LNCS Keewaydin students.

Each classroom will have one Teaching Artist throughout the ten-week session, and LNCS Keewaydin will have an Education Liaison as well. Every Teaching Artist at Heart of Dance receives the same rigorous and systematic training, ensuring that all Teaching Artists are equally equipped and can step in to substitute at any school should there be a need. Teaching Artists are given a refresher course before each fall semester so that the material is fresh in their minds.

The Education Liaison serves as the liaison between the school leadership and Heart of Dance, identifying issues early on either from the Teaching Artist, fifth-grade teacher, or administration perspective. Typically, the Education Liaison visits the school on at least five occasions: Orientation prior to residency; two classroom visits mid-semester; the Culminating Event; and a final debrief at the end of the program. We find these visits to be key to solving problems early, and obtaining feedback to share with the Teaching Artist or other parties to improve the partnership.

The program cost per classroom is \$4,000, with the participating schools asked to contribute one-half or \$2,000, and Heart of Dance funding the remaining \$2,000. There are three fifth grade classrooms at LNCS Keewaydin. Therefore, the total cost for our partnership is \$12,000 per year, with \$6,000 paid by LNCS Keewaydin and \$6,000 paid by Heart of Dance.

LNCS Keewaydin's Parent-Teacher Association (PTA) generously provided a contribution of \$2,000 for the spring, 2018 semester of *Dancing Classrooms*, as they understood the benefit of the SEL residency on the students and school environment. Based on their enthusiastic support, we anticipate that the PTA will again make a similar contribution for the fall, 2018 residency. Principal Ray is working toward finding another \$1,000 for fall in the current school budget or from other sources to help cover the program cost. Heart of Dance and Principal Ray connected with the Nokomis East Business Association and several individual members at the block party and at their board meetings, and several of them expressed interest in further conversations.

We hope that a sustainable partnership with Nokomis East Neighborhood Association (NENA) could match this \$3,000 amount and provide the funds needed to make this partnership possible in the future.

3. NENA Mission

How does the proposal support the NENA mission? The NENA mission reads: *To better the quality of life and build a sense of community pride by sponsoring actions which help our environment, businesses and homes in Nokomis East.*

This partnership between Heart of Dance, NENA and LNCS Keewaydin through *Dancing Classrooms* can help deepen relationships between the school and the local community. This was evident when Heart of Dance attended the Nokomis East Business Association (NEBA) indoor block party on March 24 and had a booth there and connected with families. These types of interactions as well as public performances in the community can help develop a strong sense of community pride with local families and businesses in Nokomis East.

Dancing Classrooms can also have long-term, lasting effects by changing the culture of the school. The three Social Emotional Learning (SEL) fundamentals of *Dancing Classrooms* are Respect, Teamwork and Elegance. We emphasize these traits in every session, and students begin to treat others in new and positive ways. One principal told us that when her *Dancing Classrooms* fifth graders returned as sixth graders to the school, they were a different entering 6th grade class. They took leadership and modeled respect in a way that changed the school culture. This can also help to build community as well.

4. Outreach Plan

Describe how you will engage the community with planning and implementing this project. Who will be involved and how will you promote participation in this project? How will this project involve under-represented communities?

We have already begun to engage the community with planning and implementation through neighborhood networking opportunities and activities. Heart of Dance recently gave presentations to both NENA and NEBA. Community members, as well as the Assistant Superintendent of Minneapolis Public Schools, attended the spring Culminating Event at LNCS Keewaydin. We will work directly with Principal Ray, the three fifth grade teachers, and Anne Tank, Family Liaison for LNCS Keewaydin, to continue to develop local partnerships in the neighborhood.

LNCS Keewaydin is a microcosm of the diversity of the neighborhood as a whole. We worked with a total of 79 fifth grade students in the 2017-2018 school year. Of these students, 27% are African American; 4% are American Indian; 2% are Asian; 46% are Caucasian; 20% are Hispanic; 1% Identified as two or more races; and 57% qualify for free or reduced lunch.

5. Timeline

- Start and end dates
- Tasks to be completed

- People who will be responsible for completing these tasks
- Timeline for tasks and for overall implementation of idea

Early September 2018 – Set fall semester *Dancing Classrooms* schedule at LNCS Keewaydin. Teaching Artist refresher training occurs. People responsible: Principal Ray, HOD Program Director Carrie Sandgren, 5th grade teachers, Lead Teaching Artist.

Mid-September – November 2018 – Classroom instruction, buddy visits and community events take place. Students write reflection papers at Lesson 1 and begin curriculum connection research projects at Lesson 10. Education Liaisons visit the school for quality control meetings at Lesson 5 and Lesson 13. Community events can take place during the last third of the semester. People responsible: Heart of Dance Teaching Artist and Education Liaison; fifth grade teachers, and Anne Tank, Family Liaison.

Late November 2018 – Students perform in a Culminating Event at LNCS Keewaydin. Curriculum connection projects are displayed. Students write final reflection papers at Lesson 19. People responsible: fifth grade teachers, Heart of Dance Teaching Artist and Education Liaison; Ember Reichgott Junge and Andrea Miranda, Co-Founders of Heart of Dance.

December 2018 – Colors of the Rainbow Team Match takes place. People responsible: Heart of Dance staff.

6. Evaluation

Please describe the expected outcomes of this project and how you will evaluate your success.

The expected outcomes of this project are to help build connections at both the school and community level; to change the culture of the school by highlighting Teamwork, Respect and Elegance; and to strengthen neighborhood pride through public performances.

To evaluate the success of this residency, teachers, administrators, and parents will be asked to complete post-program surveys. These surveys measure success in mastering the dances, integrating *Dancing Classrooms* with other subjects, and meeting the more difficult to quantify Social Emotional Learning outcomes. They will provide information and data to enhance future delivery of the program. In addition, a debrief meeting will take place at LNCS Keewaydin, where final impressions of the semester are discussed. Students are asked to write papers at the beginning and end of the residency as a reflection of their experience in *Dancing Classrooms* as well.

7. Project Marketing

Please describe the marketing and promotion materials you will use for your project and how you will note NENA's support.

This spring we contributed an article to the NENA Newsletter, and we would continue this neighborhood connection by submitting stories from the residency periodically throughout the semester. Heart of Dance would work with LNCS Keewaydin to promote the Culminating Event and support the Keewaydin team for the Colors of the Rainbow Team Match through emails,

“save the date” cards and on our respective websites. Heart of Dance will note NENA’s support on our website, in our annual report, and on our printed marketing materials.

If LNCS Keewaydin students perform at community events, Heart of Dance will work with NENA to determine the most impactful way to promote the event. Heart of Dance is open to other ways to promote our partnership as suggested by neighborhood leaders.

8. Project Budget – Fill in Applicable Line Items

Income	Amount	%	Description	How Will Funds Be Secured?
Grants/Contracts	\$	%		
Matching Funds	\$3,000	25%	Keewaydin PTA: \$2,000 based on first year support. Principal Ray to identify additional \$1,000 in budget or community as needed for match.	Keewaydin
Fundraising	\$	%		
NENA Funds	\$3,000	25%		
Other	\$6,000	50%	Heart of Dance commits 50% of the cost for the program.	Heart of Dance
Total	\$12,000	100%		

Expenses	Amount	%	Description	Income Source
Teaching Artist	\$5,200	43%	40 hours of teaching and prep work/classroom, 3 classrooms, \$35/hour, and stipend/program cost for Teaching Artist training	Heart of Dance
Education Liaison	\$1,050	9%	30 hours, \$35/hour	Heart of Dance
Program materials	\$2,500	21%	Licensed curriculum materials, handouts, video lesson, costs related to public/community events	Heart of Dance/Keewaydin
Culminating Event	\$500	4%	Decorations, sound system, promotional materials	Heart of Dance/Keewaydin
Program Manager	\$875	7.5%	Overseeing schedule and events, 25 hours, \$35/hour	Heart of Dance/Keewaydin
Marketing support	\$875	7.5%	Staff to create marketing materials (flyers, Colors of the Rainbow event materials), newsletter articles for NENA,	Heart of Dance

			community event marketing. 25 hours, \$35/hour	
Colors of the Rainbow Team Match	\$1,000	8%	Transportation to event, medals for participants, trophy for school, portion of event costs	Heart of Dance/Keewaydin
Total	\$12,000	100%		

*Cannot not be paid for through City of Minneapolis/NENA funding sources.

In-Kind Donations	Amount	Description
Services	\$	
Materials	\$	
Volunteer Time	\$900	Volunteer Classroom Assistants (3 total) – 20 hours each, \$15/hour
Professional Service Time	\$150	Pro Buddy visits (3 total) – 1 hour each, \$50/hour
Total	\$1,050	

9. Additional Project Resources

Item	Description	Plan
Communications - General	Promotion of Culminating Event, any public events, and Colors of the Rainbow Team Match	Email, newsletter, website, handouts to parents
Communications - NENA	Announcement of events	Newsletter, email blast
Meeting Space/Storage		
Short/Long Term Maintenance		
Insurance		
Translation/Interpretation		
NENA Staff Time (Admin, NRP plan modification, project support, etc)	Assistance with securing neighborhood partners	Work with NENA staff to identify possible opportunities for public performances
Other		

To Be Completed by NENA

Assigned to:

Executive Committee

Date:

5/31/2018 for June meeting on 6/7/2018

Executive Committee Consideration:

Executive Committee

Outcome and Date:

Assigned to:

Board of Directors

Date:

Board Consideration:

Board of Directors

Outcome and Date:

Contract/MOU/Scope of Service

Date:

Funding Source:

Neighborhood Revitalization
Program (NRP) – Admin

Amount

\$6,000

NRP Plan Mod Required?

Yes

DRAFT