

Connecticut Council for Philanthropy
formerly Coordinating Council for Foundations

COMMON REPORT FORM

The purpose of the common report form is to help nonprofit organizations in Connecticut prepare informative and complete grant reports in a format that is consistent and efficient. Please note the following important points:

- * Every funder has different report deadlines and timetables.
- * Any funder that has agreed to accept this report form may request additional information at any stage in the reporting process.

INSTRUCTIONS

- * Please type and single-space all reports.
- * Please answer all of the questions in the order listed.
- * Please use headings as provided.
- * Please submit only one copy.

Funder: ROBERT G. AND MARGUERITE M. DERX FOUNDATION **Date:** August 15, 2017

Check One: Interim Report Final Report

SECTION A

Name of organization: New Fairfield Public Schools

Name of executive director: Dr. Alicia M. Roy, Superintendent

Address: 3 Brush Hill Road, New Fairfield, CT 06812

Phone: 203 312 5755 Fax: 203 312 5773 Email: mckinnon.jason@newfairfieldschools.org

Contact person: Dr. Jason McKinnon **Title:** Assistant Superintendent

SECTION B

Project/program name (if applicable): **Middle School Breakfast Club**

Purpose of grant:

The goal of the New Fairfield Middle School Breakfast Club is to promote increased academic achievement through academic, social and emotional support.

Grant period: 9 / 16 to 6 / 17 Period covered by this report: 9/16 to 6 / 17

Grant amount: \$7,930

General operating Project support Challenge grant Capital/endowment

Signature of executive director: _____ Date:

Typed or printed name and title: Dr. Alicia M. Roy, Superintendent

NARRATIVE

(No more than four pages total. Some questions might not apply to your grant)

SECTION C (1) Complete this section if you are reporting on a general operating grant.

1. *Describe organizational and/or programmatic achievements and setbacks; significant board and/or staff changes.*

The stated goal of the New Fairfield Middle School Breakfast Club is to promote increased academic achievement through academic, social and emotional support. Students attend Breakfast Club for a variety of reasons: some are seeking academic support from a certified teacher or looking for a place to complete assignments either independently or while participating in a group project; others are looking for teacher support to reinforce areas of weakness, and some students are filling a social need for informal interactions with their peers in sixth, seventh, or eighth grades within the context of a supervised setting. With the middle school adopting a one-to-one laptop innovation for all sixth, seventh and eighth grade students, access to the internet is critical. The Breakfast Club provides an opportunity for students to receive support with online assignments, resolve technology issues, or use the school computer if they don't have home internet access.

Breakfast Club attracted approximately 35 students on average per day; Monday and Wednesday were the most highly attended days with 40 attending on average. Our teachers recorded student attendance daily which is reflected in the report we attached to grant application. In previous years, we found that November, February and April were popular months where the average number of students attending the Breakfast Club increased to over 55 students. However, the Breakfast Club has more consistent attendance throughout the year now that the club is an established program; students frequently attend each morning to take advantage of the homework assistance, independent and group study opportunities, and support with study skills. The Breakfast Club advisors frequently created table configurations to encourage students to work cooperatively. As the advisors are extremely approachable to the students, some of the students elected to gather around the advisor for homework help or just to talk. This opportunity for teachers to interact with students (and vice versa) in an informal setting proved highly beneficial as evidenced by positive feedback, both verbal and written.

Several students provided feedback concerning the program.

- ✓ "I can have some quiet time and a place to get my homework done"
- ✓ "I can get some extra help with my teachers"
- ✓ "My parents drop me off early with my high school sibling to get extra help"

Breakfast Club benefits teachers, as well. Teachers use the time to meet with students in a relaxed atmosphere. This helps create personal relationships that can increase student motivation in the classroom. This time also gives students an hour to meet with a teacher to work one-on-one. All of the advisors stated that they would like to continue to supervise Breakfast Club next year and believe the consistently high attendance rate testifies to the importance of the program.

2. *Explain how you measured the effectiveness of your activities against your goals and objectives; what you learned.*

We had another extremely successful year with the Breakfast Club. Clearly, the Breakfast Club provides a valuable outlet for students. It is one of few school activities that does not require prior notification or a fee, both of which parents greatly appreciate. Students continue to treat the cafeteria meeting space respectfully. The custodian and cafeteria workers report almost no clean-up other than

to remove garbage cans after the students report to homeroom between 7:50-8:00 A.M. Many issues related to tardiness have been successfully resolved thanks to the Breakfast Club.

2. Lessons Learned

What are the most important outcomes and “lessons learned” from this project?

The middle school is in year five of a positive behavior support program to improve our school climate and ensure our school is a safe, caring place. All staff continue to receive training to recognize and positively acknowledge students who were making positive choices. The Breakfast Club continues to be an ideal forum for students to practice and apply social skills learned as part of the positive behavior support program. Based upon the high attendance numbers and the positive attitude that all participants have toward the club, the Breakfast Club provides students with a very positive manner in which to start their school day.

How will you use what you learned to inform future work?

We were fortunate to commence the program earlier last year due to the generosity of the DERX Foundation. We would like to continue this practice in September 2017. We believe that we can “capture” more at-risk students through this early morning opportunity, thereby reducing the number of students who find themselves in academic jeopardy by the middle of the school year. With the Breakfast Club enjoying enormous popularity, students feel welcome and socially accepted when they attend the program. In addition, we will continue to place extremely student-oriented teachers in Breakfast Club, as they are invested in students’ success. The Breakfast Club provides an outlet and opportunity to poise students for academic and social success. Finally, we would like to continue the club into the middle of June. This year, our funds were expended by the end of May.

Are there recommendations you can make to funders or others working in this field? If so, please describe.

The only recommendation (and one made in previous reports) is to replicate this program in other middle schools. While New Fairfield is viewed as an upscale community, we have many families who are struggling in these difficult economic times. Parents often need to travel long distances to work and worry about their young adolescents left home alone in the morning before the start of school. The need for Breakfast Clubs in communities less affluent than New Fairfield is, indeed, great.

If you were to undertake this project again, would you do anything different? If so, please explain.

We would continue the program as it ran this year, but increase visibility of the program to capture more students and increase participation.

3. Future Plans

a. *What is your plan for this project in the future? Briefly describe rationale for ongoing funding, expansion, replication or termination.*

We wish to continue the current configuration for 2017-2018 school year. To increase visibility of the program, we intend to use the Middle School News program to highlight how students can access the Breakfast Club to support homework completion, receive additional support on assignments from teachers or work collaboratively with peers and teachers on long term projects. In addition, the Breakfast Club will use Twitter to document various ways students can benefit from the program during the school year.

4. Public Relations

- a. *If possible, provide a “human interest story” that illustrates a success of the project.*
- b. *If applicable, attach selected material relating to the funded project: press or news items, brochures, letters of support, photographs, etc.*
- c. *Provide a copy of each external media release and each internal piece relating to the funded project or grant to your general operating account.*

We would like to invite Breakfast Club students to a televised Board of Education meeting to talk with members and our community about the importance and stated goals of the Breakfast club to highlight our the DERX Foundation and our teachers are making a positive difference in the lives of our students.

SECTION D—FINANCIALS

- 1. *Using the original budget included with your proposal, provide detailed expenses and income for the project for this period. Provide narrative on any variances from the original project budget.*

Budget Item	Original budget	Actual expenditures	Difference	Explanation
Staff	\$7,930	\$7,987.50	-\$57.50	6 teachers for a total of 159.75 hours at \$50.00/hour

- 2. *Include a detailed, complete accounting of how the specific grant dollars from the Derx Foundation were spent.*

Item	Actual expense	Detail of expenses
Staff	\$7,987.50	6 teachers for a total of 159.75 hours at \$50.00/hour

- 3. *Who else has funded this project, and at what level? Provide a list.*

The Derx Foundation has provided full funding for this project. Project location, incidental materials, oversight and management were provided in-kind by the school district.

SECTION E—COMMENTS

*Please share any thoughts about how the **Derx Foundation** could be helpful, either in the funding process or in other ways beyond additional funding.*

We are very grateful to the Derx Foundation for supporting this early morning program for our middle school students. The Breakfast Club provided an important transitional time for students and promoted positive relationships between students and teachers. Academic achievement, while difficult to measure as directly attributable to the Breakfast Club, was certainly positively impacted by the extra support students received before school during the Breakfast Club.