

**NEW HAVEN PUBLIC SCHOOLS  
AMENDMENT TO AGREEMENT**

CONTRACTOR: ACES AMENDMENT #: 1

GRANT # if applicable: 25466265566940062 AGREEMENT #: 962654499  
ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: School Improvement DATE: 1/27/20

FUNDING SOURCE FOR AGREEMENT: School Improvement Grant

ACCT # FOR AGREEMENT: 96265449

ORIGINAL AMOUNT OF AGREEMENT: \$ 33,172.00

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$33,172.00

X ACTUAL OR ESTIMATE

AMOUNT OF THIS AMENDMENT: \$

INCREASE OR DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$ 33,172.00

FUNDING SOURCE & ACCT # FOR AMENDMENT:

**DESCRIPTION AND NEED FOR AMENDMENT:** The agreement stated that the agreement would be effective on December 10, 2019 according to the minutes it stated January 27, 2020

**ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT**

CONTRACTOR'S SIGNATURE: Timothy Howes 3/25/20  
(Name) (Date)

Deputy Executive Director  
(Title)

NEW HAVEN BOARD OF EDUCATION:

\_\_\_\_\_  
President

\_\_\_\_\_  
(Date)

February 25, 2020

Valere Fenn  
ACES  
350 State Street  
North Haven, CT 06473-3108

Dear Ms. Fenn:

Enclosed is your signed copy of Agreement No. 96265449, which was approved by the New Haven Board of Education on 1/27/2020. Please reference this Agreement No. 96265449 on all future correspondence and/or invoices.

When submitting invoices for payment be sure to provide a complete description of services rendered including date, place and times.

The funding source for this agreement comes from the School Improvement- Hillhouse Grant. Please make sure that all services are applicable to this funding source.

If you have any questions regarding payment status please call Chantel Esdaille at 1-475-220-1378.

Sincerely,



Derricka Suggs-Wilkes  
Office Manager

DW enc.1

cc: G. Worthy  
Dr. P. Whyte



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

Please Type

Contractor full name: ACES

AGREEMENT NO. 96265449

Doing Business As, if applicable:

Business Address: 205 Skiff Street, Hamden, CT 06517

Business Phone:

Business email: [esein@aces.org](mailto:esein@aces.org)

SS# OR Tax ID #:

Funding Source & Acct # including location code: School Improvement Grant (SIG)  
Acct #: 25466265-56694-0062

Principal or Supervisor: Glen Worthy

Agreement Effective Dates: From 01/06/20. To 06/20/20.

Hourly rate or per session rate or per day rate.

Total amount: \$33172 (33 sessions @ 1005.21 per session)

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

Increased teacher's capacity to engaged students in instructional strategies that promote deep learning for our AP students.

Submitted by: \_\_\_\_\_ Phone: \_\_\_\_\_





NEW HAVEN PUBLIC SCHOOLS

## AGREEMENT

By And Between

The New Haven Board of Education

AND

ACES AGREEMENT NO. 96265449

FOR DEPARTMENT/PROGRAM:

**Hillhouse High School**

This Agreement entered into on the 7<sup>th</sup> day of January 2020, effective the 14<sup>th</sup> day of January, 2020, by and between the New Haven Board of Education (herein referred to as the "Board") and, ACES located at, 205 Skiff Street, Hamden, CT. 06517, (herein referred to as the "Contractor").

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$33,172

The maximum amount the contractor shall be paid under this agreement: thirty-three thousand and One hundred and seventy-two dollars (\$33,172.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by School Improvement Grant **Program** of the New Haven Board of Education, **Account Number:** 25466265-54413, **Location Code:** 0062

This agreement shall remain in effect from January 14, 2020 to June 30, 2020.

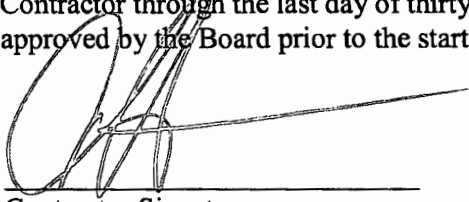
**SCOPE OF SERVICE:** *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing is attached).*

Increase teacher capacity to engage students in instructional strategies that promote deep learning; Vertical alignment of pre-AP and AP courses; Increase school leadership capacity to identify high-leverage instructional strategies that promote deep learning; Calibration of classroom look fors.


**APPROVAL:** This Agreement must be approved by the New Haven Board of Education ***prior to service start date.*** Contactors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor's breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.



Contractor Signature



President  
New Haven Board of Education  
Date 11/25/19

Revised: 10/2/18

# acespdsi

PDSI#FY19/20-01

**Date:** July 30, 2019

**To:** Glen Worthy, Principal  
James Hillhouse High School

**From:** Valerie P. Fenn  
Chief of ACES Institute

**Title:** Instructional Strategies & Learning Walks for the AP Classroom

**Outcomes:** Increased teacher capacity to engage students in instructional strategies that promote deep learning; Vertical alignment of pre-AP and AP courses; Increased school leadership capacity to identify high-leverage instructional strategies that promote deep learning; Calibration of classroom look-fors.

**Date(s)/Time:** 9/10/19; other dates TBD

**Rate(s):** Services: 33 full days training @ 33,000.00; Travel: \$172.26 [33 trips x 9 miles (round trip) @ .58/mile] **Note:** Mileage after 1/2020 subject to change based on IRS regulations

**Total Cost:** \$33,172.36 plus the cost of any handouts copied at ACES (see "Handouts" below) and travel to/from the location of the training

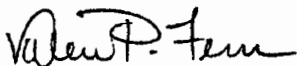
**Location(s):** James Hillhouse High School

**Presenter(s):** Dina Secchiaroli

**Handouts:** Any participant materials necessary can be prepared by the presenter. If copying of these materials is done at ACES PDSI, your account code will be used when making copies. Please discuss copying arrangements with the presenter.

If notice of cancellation of the training is received less than 5 business days prior to the event, the school/district will be charged the full contracted amount.

**Please sign/return this contract, along with PO to ACES, 205 Skiff Street, Hamden, CT 06517, Attn: Elaine Sein**



\_\_\_\_\_  
Valerie P. Fenn  
Darien Public Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designee  
New Haven Public Schools

\_\_\_\_\_  
Date

Professional Development / School Improvement • [www.aces.org](http://www.aces.org)

Area Cooperative Educational Services • The Regional Educational Service Center Serving South Central Connecticut  
205 Skiff Street • Hamden, CT 06517-1016 • Phone 203.407.4453 • Fax 203.407.4590

*ACES does not discriminate on the basis of race, color, age, ethnicity, national origin, gender, disability or sexual orientation.*



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

**STUDENT DATA PRIVACY AGREEMENT  
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18





## PAYMENT INSTRUCTIONS

To expedite the payment process of your agreement please make sure invoices are submitted to your account executive and contain the following information:

- Contact Information (name, address and telephone number)
- Agreement number
- Invoice number
- Invoice date
- Full description of work performed, including dates
- Itemized breakdown of expenses
- Total amount of request
- Original receipts(if requesting reimbursement for expenses incurred as part of the agreement)

**Upon submission of invoice(s) please review your agreement and make sure all information on invoices(s) are within the agreement guidelines.**