



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE AND OPERATIONS COMMITTEE MEETING

Thursday, October 10, 2019

4:30 p.m.

Gateway Center – 2nd Floor Board Room

Chair: Ms. Yesenia Rivera

Action Items

A. INFORMATION ONLY

1. The Superintendent approved an Agreement by and between the New Haven Board of Education and Junta for Progressive Action, to provide two programs to homeless students and their families impacted by Hurricane Harvey, Irma and Maria, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$7,751.00.
Funding Source: McKinney Vento Hurricane Education Relief Program
Acct. #2503-6324-56697-0000
(Pages #9-18)
2. The Superintendent approved a No Cost Agreement by and between the New Haven Board of Education and Gateway Community College to provide courses toward Arts/Associate in Science degrees to students from New Haven Adult Education program.
(Pages #19-28)
3. The Superintendent approved an Agreement by and between the New Haven Board of Education and Public Good Design, LLC, to provide branding and marketing of new STEAM theme for Edgewood Creative Thinking through STEAM Magnet School, from October 29, 2019 to June 30, 2020, in an amount not to exceed \$8,091.00
Funding Source: Magnet 17-22 Edgewood Program
Acct. # 2517-6253-56694-0012 (pending receipt of funds)
(Pages #29-60)
4. The Superintendent approved an Agreement by and between the New Haven Board of Education and Slither and Swim to provide materials and support in the set-up and stocking of diverse animal environments at Mauro-Sheridan Interdistrict Magnet School, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$3,550.00.
Funding Source: Interdistrict Magnet Mauro-Sheridan Program
Acct. # 270-433-19-56697
(Pages #61-67)
5. The Superintendent approved an Agreement by and between the New Haven Board of Education and CT Science Center to support the In-Action Coaching and Consultancy Model for teachers at Bishop Woods School as they implement inquiry practices in the classroom, from September 24, 2019 to June 26, 2020, in an amount not to exceed \$10,025.00.
Funding Source: 16-19 Magnet Bishop Wood Carryover Program
Acct. # 2517-6234-56694-0043
(Pages #68-76)

6. The Superintendent approve an Agreement by and between the New Haven Board of Education and Long Wharf Theater, to teaching artists to collaborate with Edgewood teachers in a K-8 in-school drama program, from October 29, 2019 to June 30, 2020, in an amount not to exceed \$9,000.00.
Funding Source: 17-22 Magnet Edgewood Program
Acct. # 2517-6253-56694-0012
(Pages #77-86)
7. The Superintendent approved an Agreement by and between the New Haven Board of Education and Capital Region Education Council, (CREC), Soundbridge, to provide speech and language services to communicatively impaired students from August 29, 2019 to June 30, 2020, in an amount not to exceed \$3,560.00.
Funding Source: 2019-2020 Operating Budget
Acct. # 190-490-00-56694
(Pages #87-93)
8. The Superintendent approved an Agreement by and between the New Haven Board of Education and Elm Village, to provide mindfulness training to students at Wexler Grant School, from October 7, 2019 to June 22, 2020, in an amount not to exceed \$8,760.
Funding Source: Commissioner's Network-Wexler Grant Program
Acct. # 2547-6293-56694-0032
(Pages #94-108)
9. The Superintendent approved an Agreement by and between the New Haven Board of Education and Elm Shakespeare Co., to provide an Artist in Residence program at Mauro-Sheridan Interdistrict Magnet School, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$4,000.00.
Funding Source: Interdistrict Magnet Program
Acct. # 270-433-0019-56697
(Pages #109-124)
10. The Superintendent approved an Agreement by and between the New Haven Board of Education and New Haven Ecology Project, Common Ground School, to provide hands-on collaborative projects and outdoor learning experiences for students at Bishop Woods Architecture and Design Magnet School, from September 24, 2019 to June 26, 2020, in an amount not to exceed \$12,000.00.
Funding Source: Magnet 16-19 Bishop Woods Carryover Program
Acct. # 2517-6234-56694-0043
(Pages #125-133)
11. The Superintendent approved an Agreement by and between the New Haven Board of Education and Buck Institute for Education, to provide professional development on Project Based Learning methods for staff at Clinton Avenue School, from November 5, 2019 to May 6, 2020, in an amount not to exceed \$17,500.00.
Funding Source: Commissioner's Network –Clinton Avenue Program
Acct. # 2547-6211-56694-0006
(Pages #134-139)
12. The Superintendent approved an Agreement by and between the New Haven Board of Education and Dr. Dee Cole, to provide continued support and professional development to the Clinton Avenue School Leadership Team and staff on rigorous instruction in English Language Arts, from October 15, 2019 to June 30, 2020, in an amount not to exceed \$12,000.00.

Funding Source: Commissioner's Network- Clinton Avenue Program
Acct. # 2547-6211-56694-0006

(Pages #140-147)

13. The Superintendent approved an Agreement by and between the New Haven Board of Education and Carlos Resto, 13 Harbour Close, New Haven, CT to provide Translation Services from English to Spanish or Spanish to English of documents such as letters, forms, manuals, etc., including proofreading, for the New Haven Public Schools for the period of October 1, 2019 to June 30, 2020, in an amount not to exceed \$2,000.00

Funding Source: 2019-2020 Operating Budget – World Language
Acct. #190-41700-56694

(Pages #148-149)

14. The Superintendent approved an Agreement by and between the New Haven Board of Education and Atty. Michael Mackniak to provide services as a Hearing Officer to preside over expulsion hearings including facilitation of the meetings, decision-making and report-writing from September 27, 2018 to June 30, 2019, in an amount not to exceed \$15,000.

Funding Source: 2019-2020 Operating Budget
Acct. # 190-49400-56694

(Pages #150-153)

15. The Superintendent approved an Agreement by and between the New Haven Board of Education and Atty. Sharon Jenkins for professional services consisting of Impartial Hearings for student services, including but not limited to student discipline, expulsions and/or special education services needed and decisions write-ups from October 7, 2019 to June 30, 2020, in an amount not to exceed \$15,000.00.

Funding Source: 2019-2020 Operating Budget
Acct. #190-49400-56694

(Pages #154-157)

16. The Superintendent approved a Purchase Requisition under State Contract #17PSX0012 to School Specialty Marketplace, P.O. Box 1579, Appleton, WI for the purchase of 3D Printers and components for Edgewood School, in an amount not to exceed \$12,147.00

Funding Source: 2019-2020 IT Capital Projects

(Pages #158-161)

B. ABSTRACTS

1. To approve an Abstract, Disability Employment Initiative Internship, in the amount of \$5,000.00 for September 30, 2019 – December 31, 2019.

Funding Source: Workforce Alliance

Presenter: Mr. Derek Stephenson

(Pages #162-166)

2. To approve an Abstract, School Improvement Grant (SIG) 1003g, in the amount of \$349,833.00 for 2019-2020.

Funding Source: CT State Department of Education

Presenter: Ms. Kathleen Mattern

(Pages #167-172)

3. To approve an Abstract, Support for Pregnant & Parenting Teens Program, in the amount of \$75,000.00 for October 1, 2019 to June 30, 2020.
Funding Source: CT Office of Early Childhood
Presenter: Ms. Mary Derwin
(Pages #173-185)
4. To approve an Abstract, Commissioner's Network Grant – Clinton Avenue School, in the amount of \$860,000.00 for 2019-2020.
Funding Source: CT Department of Education
Presenter: Ms. Kristina DeNegre
(Pages #186-203)
5. To approve an Abstract, 2st Century Learning Centers, Cohort XVI, Davis/Bishop Woods, in the amount of \$200,000.00 for 2019-2020.
Funding Source: CT Department of Education
Presenter: Ms. Gemma Joseph Lumpkin
(Pages #204-209)
6. To approve an Abstract, 21st Century Learning Centers – Wexler/Troup, in the amount of \$190,000.00 for 2019-2020.
Funding Source: CT Department of Education
Presenter: Ms. Gemma Joseph Lumpkin
(Pages #210-215)
7. To approve an Abstract, 21st Century Learning Centers – Daniels, East Rock, in the amount of \$142,500.00 for 2019-2020.
Funding Source: CT Department of Education
Presenter: Ms. Gemma Joseph Lumpkin
(Pages #216-221)

C. AGREEMENTS

1. The Superintendent approved an Agreement by and between the New Haven Board of Education and Curriculum Designers, Inc., to provide professional development workshops, curriculum writing and editing at Wexler Grant School from October 7, 2019 to May 20, 2020, in an amount not to exceed \$11,850.00.
Funding Source: Commissioner's Network-Wexler Grant Program
Acct. # 2547-6293-56697-0032
Presenter: Mr. David Diah
(Pages #222-234)
2. The Superintendent approved an Agreement by and between the New Haven Board of Education and Center for the Collaborative Classroom to support the implementation of Making Meaning and Being a Writer curriculum at Wexler Grant School, through on-site and virtual professional development sessions, from October 7, 2019 to April 30, 2020, in an amount not to exceed \$10,400.00.
Funding Source: Commissioner's Network- Wexler Grant Program
Acct. # 2547-6293-56694-0032
Presenter: Mr. David Diah
(Pages #235-246)

3. To approve an Agreement by and between the New Haven Board of Education and Highville Charter School, to provide Special Education services to New Haven students and to comply with their IEP's, from August 29, 2019 to June 30, 2020, in an amount not to exceed \$63,839.00.
Funding Source: 2019-2020 Operating Budget
190-49400-56694
Presenter: Ms. Typhanie Jackson
(Pages #247-251)

4. To approve an Agreement by and between the New Haven Board of Education and Lexia Learning Systems, to provide Lexia Reading Core 5, web hosting renewal, from October 7, 2019 to June 30, 2020, in an amount not to exceed \$60,000.00.
Funding Source: IDEA Program
Acct. # 2504-5034-56903-0000
Presenter: Ms. Typhanie Jackson
(Pages #252-259)

5. To approve an Agreement by and between the New Haven Board of Education and Little Scientists, to provide a science programs at Davis School from February 25, 2019 to June 30, 2019, in an amount not to exceed \$10,325.00.
Funding Source: 21st Century Program
Acct. # 2579-6280-56694-0009
Presenter: Ms. Gemma Joseph Lumpkin
(Pages #260-267)

6. To approve an Agreement by and between the New Haven Board of Education and Stuart W. Mattison, to provide support for the Fish Production Laboratory, including equipment maintenance and repair, from October 8, 2019 to June 30, 2020, in an amount not to exceed \$43,223.67.
Funding Source: 2019-2020 Operating Budget
190-428-00-56694
Presenter: Ms. Rebecca Gratz
(Pages #268-282)

7. To approve an Agreement by and between the New Haven Board of Education and Great Minds, LLC, to provide professional development to staff at Clinton Avenue School on components of Eureka Math, from November 5, 2019 to May 6, 2020, in an amount not to exceed \$28,900.
Funding Source: Commissioner's Network – Clinton Avenue Program
Acct. # 2547-6211-56694-0006
Presenter: Ms. Kristina DeNegre
(Pages #283-287)

8. To approve an Agreement by and between the New Haven Board of Education and Houghton Mifflin Harcourt – Math Solutions, to provide seven days of job embedded coaching to Wexler Grant teachers, from October 7, 2019 to May 20, 2020, in an amount not to exceed \$34,992.00.
Funding Source: Commissioner's Network-Wexler Grant Program
Acct. # 2547-6293-56697-0032
Presenter: Mr. David Diah
(Pages #288-310)

9. To approve an Agreement by and between the New Haven Board of Education and Literacy How, Inc., to provide professional development workshops and coaching for teachers at Wexler-Grant School, from October 7, 2019 to June 15, 2020, in an amount not to exceed \$94,500.00.
Funding Source: School Improvement Grant (SIG)-Wexler Grant Program
Acct. # 2531-6303-56694-0032
Presenter: Mr. David Diah
(Pages #311-322)
10. To approve an Agreement by and between the New Haven Board of Education and Area Cooperative Educational Services, (ACES), to provide training in effective research based instructional practices to teachers and tutors at Truman School, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$50,000.
Funding Source: School Improvement Grant (SIG) Truman Program
Acct. # 2546-6266-56694-0029 (pending receipt of funds)
Presenter: Ms. Kathleen Mattern
(Pages #323-330)
11. To approve an Agreement by and between the New Haven Board of Education and Focused Schools, to provide professional development to the Instructional Leadership Team and school based executive coaching to develop structures strengthening collaborative and distributed leadership at Truman School, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$30,600.
Funding Source: School Improvement Grant (SIG) Truman Program
Acct. # 2546-6266-56694-0029
Presenter: Ms. Kathleen Mattern
(Pages #331-341)
12. To approve an Agreement by and between the New Haven Board of Education and New Haven Ecology Project, Common Ground School, to support the design installation and curricular implementation of an outdoor makerspace and habitat space at West Rock STREAM Academy, from October 16, 2019 to June 30, 2020, in an amount not to exceed \$20,640.00.
Funding Source: Magnet 16-19 West Rock Carryover Program
Acct. #2517-6236-56694
Presenter: Mr. William Scott
(Pages #342-351)
13. To approve an Agreement by and between the New Haven Board of Education and Area Cooperative Educational Services, (ACES), to provide a series of professional development for staff at Troup School, on lesson design infusing literacy across the content areas, from October 15, 2019 to June 30, 2020, in an amount not to exceed \$30,000.00.
Funding Source; School Improvement Grant, (SIG) – Troup Program
Acct. # 2546-6208-56694-0015
Presenter: Dr. Iline Tracey
(Pages #352-358)
14. To approve an Agreement by and between the New Haven Board of Education and Yale School Development Program, to train staff at Troup School in the Comer Six Developmental Pathways, from October 15, 2019 to June 30, 2020, in an amount not to exceed \$70,000.00
Funding Source: School Improvement Grant, (SIG) – Troup Program
Acct. # 2546-6208-56697-0015

Presenter: Dr. Iline Tracey
(Pages #359-363)

15. To approve a Consultant Agreement by and between the New Haven Board of Education and STV/DPM, 280 Trumbull Street, 14th fl., Hartford, CT to provide Move Management services for the Strong/Barack Obama Magnet University School, in an amount not to exceed \$33,124.00

Funding Source: Capital Projects #3078-17GG-58001

Presenter: Mr. Tom Smith
(Pages #364-374)

16. To approve an Amendment #6 to the Construction Manager Agreement by and between the New Haven Board of Education and Giordano Construction Company, 1155 Main Street, Branford, CT related to the new Strong 21st Century Communications Magnet & Lab School (aka Obama School) increasing the compensation amount from \$36,412,060.00 by **\$294,092.00** to \$36,706,152.00 for Out of Scope Changes to the CM agreement.

Funding Source: Capital Projects #3078-17GG-58001

Presenter: Mr. Tom Smith
(Pages #375-387)

D. PURCHASE REQUISITIONS

1. To approve a Purchase Requisition under State Contract #14PSX0161 to William b. Meyer, 255 Long Beach Blvd., Stratford, CT for moving services and the disposition of excess furniture from Strong School, 130 Orchard Street related to the new Barack H. Obama Magnet University School, in an amount not to exceed \$29,949.

Funding Source: Capital Projects #3078-17GG-58001

Presenter: Mr. Tom Smith
(Pages #388-395)

2. To approve a Purchase Requisition under State Contract #PEPPM 2018 Catalog Agreement to CDW-G, 75 Remittance Drive, Suite 1515, Chicago, IL for the purchase of Chromebooks with cart including 3-yr extended service agreement for Barnard, Brennan/Rogers, Edgewood and Wilbur Cross schools, in an amount not to exceed \$192,664.35.

Funding Source: 2019-2020 IT Capital Projects

Presenter: Mr. Michael Pinto
(Pages #396-406)

3. To approve a Purchase Requisition under City's Sole Source #28011x to Apple, Inc., 5505 W. Parmer Lane, Bldg. 7, Austin, TX for the purchase of iPads, MacBooks Air with carts and iMac computers for Brennan/Rogers, Edgewood, Nathan Hale and Wilbur Cross schools, in an amount not to exceed \$215,695.05.

Funding Source: 2019-2020 IT Capital Projects

Presenter: Mr. Michael Pinto
(Pages #407-426)

4. To approve a Purchase Requisition under State Master Agreement #SO-19114 with CT State Colleges and Universities to HB Communications, 60 Dodge Ave., North Haven, CT for the purchase of audio-visual equipment for Barnard, Brennan/Rogers, Hillhouse, Nathan Hale and Wilbur Cross schools, in an amount not to exceed \$370,799.

Funding Source: 2019-2020 IT Capital Projects
Presenter: Mr. Michael Pinto
(Pages #427-455)

5. To approve a Purchase Requisition under State Contract #PEPPM 2018 Catalog Agreement to CDI Technologies, 75 Clegg Rd., Markham, ON for the purchase of Refurbished Desktop Computers for Hillhouse and Wilbur Cross high schools, in an amount not to exceed \$82,800.

Funding Source: 2019-2020 IT Capital Projects
Presenter: Mr. Michael Pinto
(Pages #456-461)



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Gemma Joseph Lumpkin
Date: August 29, 2019
Re: Junta for Progressive Action Agreement
Proposed Meeting Date: September 23, 2019

Executive Summary/ Statement:

Junta will provide its array of services to homeless students and their families affected by Hurricane Harvey, Irma and María, through collaboration with New Haven Public Schools.

Amount of Agreement and the Daily, Hourly or per Session Cost: Weekly Sessions- \$55.00 per session and Saturday Sessions- \$185.00 per session

Funding Source & Account #: McKinney Vento Hurricane Education Relief AH CY 2503-6324-56697

Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals: It is aligned through priority areas # 1 academic achievement, # 4 culture and climate, # 5 family and community empowerment.
2. What **specific need** will this contractor address? Services to homeless students and their families affected by Hurricane Harvey, Irma and María.
3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: This is a Sole Source contractor.
4. What **specific skill set** does this contractor bring to the project? The contractor will support students in academics, language development, homework, social services, art therapy which includes parent engagement.
5. Is this a **new or continuation service**? This is a new service.
6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** The performance will be evaluated by assessment of student progress, language development, attendance in school, and family engagement.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A
8. Why do you believe this agreement is **fiscally sound**? The program is able to effectively assist and support dozens of students and their families throughout our schools.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

By And Between

The New Haven Board of Education

AND

Junta for Progressive Action

FOR DEPARTMENT/PROGRAM:

Youth, Family and Community Engagement

This Agreement entered into on the 23rd day of September, 2019, effective (*no sooner than the day after Board of Education Approval*), the 16th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Junta for Progressive Action located at, 169 Grand Ave, New Haven, CT 06513 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$55.00 per session during weekdays for 50 sessions; total of \$2,750.00, and \$185.00 per session during Saturday for 27 sessions; total of \$4,995.00.

The maximum amount the contractor shall be paid under this agreement: Seven Thousand Seven Hundred Fifty One (\$7,751.00). 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 McKinney Vento Hurricane Education Relief AHCY **Program** of the New Haven Board of Education, **Account Number:** 2503-6324-56697 **Location Code:** 0000.

This agreement shall remain in effect from October 16, 2019 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).*

The two different programs will serve students from K-8; Neighborhood Place, and HACER for K-12 students. These two programs will cover a total of 50 sessions during weekdays (4 days a week) and 27 sessions during Saturdays (4 sessions of 45 minutes each). This will include a snack and materials.

Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contractors 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' 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.


X _____
Contractor Signature

X _____
President
New Haven Board of Education

X 9/13/19
Date

X _____
Date

X Daniel Reyes
Contractor Printed Name & Title

Revised: 10/2/18

Scope of Services for Junta for Progressive Action

Neighborhood Place

The contract is for Junta to Provide Services to families and students affected by Hurricane Harvey, Irma and Maria. To provide a weekday education after school program to K-8 students, "The Neighborhood Place" will support students in language development, homework, social services, art therapy including parents in the services as well.

To provide Saturday Academy for students who arrived from hurricane devastated areas in the grades KG to 12th.

Junta proposes to provide its array of services to homeless students and their families through collaboration between New Haven Public Schools and Junta for Progressive Action. The primary scope of the work will be to stabilize the environment for homeless students and their families. Stabilization will alleviate family stress and provide students the opportunity to excel academically.

Rooted in the Latinx community, Junta for Progressive Action is a multi-service agency that collaborates with low-income families and individuals to improve their economic, social and civic situation in the greater New Haven area. In order to achieve our mission, Junta takes a whole person approach to service provision and engagement in community development.

JUNTA 360 (Social Services)

Junta 360 serves as the single point of entry for all participants seeking services. All participants who seek services at Junta are screened for benefits and entitlements. Based on the results of the screening and the service sought by participants, a comprehensive service plan is developed.

Coordinated case management services seek to stabilize households by assisting participants with acquiring benefits and entitlements.

JUNTA 360 help participants acquire multiple governmental benefits, including Social Security Disability (SSD), Social Security Supplemental Income (SSI), Public Assistance (TANF/SAGA), SNAP, HUSKY, Energy Assistance, Housing, Childcare Assistance. Non-governmental services include access to the Junta sponsored monthly mobile food pantry in collaboration with CT Food Bank and referrals to other area food pantries; referrals for clothing; assistance with acquiring a free cell phone; participation in our monthly diaper bank; referrals for free or reduced furniture; and 211 registration.

JUNTA 360 collaborates with legal services providers to connect participants to free legal advice on civil matters through the Connecticut Women's Education and Legal Fund (CWEALF). Participants are advised on child support, child custody, divorce, eviction proceedings, orders of protections (DV), and appeals for SSD/SSI. Cases that require representation are referred to pro-bono or low-cost attorneys.

JUNTA 360 also collaborates with immigration legal providers, CT Shoreline Indivisible and New Haven Legal Assistance to provide immigrant participants with assistance on immigration matters. A dedicated Immigration Associate consults with participants on their cases to determine if legal representation is required. The Associate assists participants with document coordination for meetings with attorneys, interprets and laisses between participants and attorneys. Workshop on Know-Your-Rights and Family Preparedness are offered to address concerns immigrant participants may have as they acclimate.

JUNTA Rising (Community & Economic Development)

JUNTA Rising collaborates with participants to engage in acquiring the skill sets necessary for economic advancement. Computer proficiency, financial literacy, language and educational acquisition are economic motivators that can propel the economic advancement of Latinx, immigrant, low-income and evacuee individuals.

ESL classes are offered to non-English speaking participants through Junta's relationships with Literacy Volunteers and New Haven Adult Education. Classes are held onsite at Junta during the day and in the evening at Fair Haven School. Bilingual GED will be offered in the evening at Junta to target working participants seeking job advancement. Two classes are offered to ensure there is an appropriate teacher to student ratio. Junta also registers participants for GED and Bilingual GED at New Haven Adult Education. The Adult Education Associate coordinates scheduling of classes, registering participants and facilitating the assessments for placement in classes. The Associate also tracks and records student performance.

Computer Literacy classes for adults are held in English and in Spanish. Participants learn the basic computer skills needed to succeed in today's job market. All students receive a certificate of completion at each level.

Bilingual Job Readiness Workshops, such as conducting an online job search, completing an employment application, presentation for interviews and mock interviews are scheduled throughout the year. Junta also collaborates with American Job Center at Workforce Alliance and local employers to connect participants to job leads.

Financial literacy actively engages participants in household budgeting; managing credit; the benefits of banking over check cashing; and the consideration of savings through a bank. Junta offers three cohorts of the FDIC Smart Money Curriculum in Spanish to provide participants with practical knowledge, skills-building opportunities, and resources they can use to manage their finances with confidence.

During Tax season, Junta serves as a VITA site. The program prepares tax returns for low-income clients at no cost. We also assist clients who don't have social security numbers in obtaining ITIN (Individual Tax Identification Numbers) so they can file their taxes.

Community is brought together to address issues facing families receiving services at Junta. Junta mobilizes participants to advocate for themselves around cuts to federal and state benefits and services; immigration; and community safety. Junta also collaborates with non-profit service providers, businesses and community members to provide better education and support for issues not covered under our current programs. Activities include health workshops, health screenings and family literacy events.

JUNTA Youth (Youth Development)

Junta seeks to enrich the lives of youth and lay the foundation for the future of the Greater New Haven area.

The Neighborhood Place (TNP) helps working families and has multiple benefits for at-risk children: It gives them the opportunity to share positive experiences with others and offers creative outlets to improve their social, personal and academic growth. In addition, the program provides a safe place for children in the crucial hours when they leave school but their parents are still at work and cannot return home to take care of them.

Youth in Action (YIA) is a program designed to develop the leadership potential in every individual young adult. Young adults between the ages of 13-18 participate in different cohorts of Youth in Action to acquire the leadership skills to advocate for themselves and to find their voice around issues facing youth in the urban setting. Cohorts are designed to develop youth leaders of color, Latinx youth leaders, immigrant youth leaders and LGBTQ youth leaders. While developing their leadership skills, youth leaders work on finding ways to positively impact their environment. While engaging in the leadership curriculum, youth cohorts determine the ways to generate that impact. Teen leaders also engage in activities that promote college access, entrepreneurship and tech.

Big Turtle Village is a five-day free camping trip for children, ages 8-12 who do not have the economic means to attend summer camp. The program is run completely by volunteers and located at Devil's Hopyard State Park in East Haddam, Connecticut. The camp introduces children to the natural environment through workshops that encourage children to advocate for their health, the environment and its preservation.

Proyecto Hacer

Temas: Hostos y otros próceres, Arte, Cultura, Empoderamiento y Reencuentro (HACER)

Mission: A project to stimulate the brain of Young People (KG – 12th grade) to reencounter themselves through the exploration of the arts, culture, leadership academic enrichment development, service engagement and research phenomena within and in intersection with the Latino experience in the USA.

Vision: HACER participants will learn about people like them who have change the condition of life. We aim at developing students' skills in plastic arts, movement, instrumental performance, communication and critical thinking and help them to be appreciative of the arts and cultures that elevate the individual to seek empowerment and pursue investigating to reencounter their ethnical roots.

Program components

Weekly seminars on arts-related activities, dance, instrumental,

Weekly seminars on remarkable people and events that have forge the Puerto Rican and Latino Experience

Weekly seminars on Language arts in Spanish and English: poetry and prose to support English language Learners and cultivate a love of the Spanish language through a critical thinking approach that will allow for students to form an understanding of the Latino thought.

Attendance of diverse arts events available in our community,

Learning Outcomes

We aim to equip students with the skills to become the next generation of educators artists, thinkers, and audience members. In addition, to learning about language arts and art forms our young Adolescent students will learn to think and speak critically about the themes of various art offerings, classes, talks, and performances, and ultimately organize and lead their own events during the spring as their culminating activity. Our younger participants will learn about music, movement, poetry, history, culture. We hope that this will generate a sense of pride of self and community.

Instructional Methodology

The methodology for teaching will be in the form of creative activities, experiential in nature and with a project based approach in form of performances and or displayed work. Beyond the creative experiences we will use videos, presentations, demonstrations and expert performances. Older students will mentor younger students some of the time. Assessment types will include

positive feedback to help students develop their skills and talent, family gatherings and public performances. We hope that this will generate a sense of pride of self and community.

Attendance and Classroom Expectations

Students are expected to be on time and present for all classes. If you do need to miss a class for an excused absence, we will need communication from a parent/legal guardian.

Parental Involvement

Parent participation will be in the form of audience, volunteers and promoters. It is expected that families celebrate their children participation in the program and invite friends and extended family to performances and presentations.

A Typical Program Day

5 minutes	Students will arrive at 12:30 p.m. on Saturday and sign in
20 minutes	Whole group gathering at 12:35 p.m. check in (reunión en el batey), program song and news (Pregones).
50 minutes	1 st Class three choices, art, music, dance or poetry 1:00-1:50 (5 minutes for regrouping)
50 minutes	2 nd Class three choices, art, music, dance or poetry 1:55-2:45
15 minutes	Whole group gathering at 2:45 p.m. check in (reunión en el batey), program song and news (Pregones).



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

AGREEMENT
BETWEEN
GATEWAY COMMUNITY COLLEGE
AND
NEW HAVEN BOARD OF EDUCATION

This Agreement ("Contract") is entered into by and between Gateway Community College, a constituent unit of the State of Connecticut System of Higher Education, with an address of 20 Church Street, New Haven, CT 06510 (hereinafter the "Institution"), and New Haven Board of Education (hereinafter the "Contractor") with a principal place of business at 54 Meadow Street New Haven, CT 06519, to provide easy access for adult learners served by the New Haven Area workforce and New Haven Adult & Continuing Education as well as other designated adult learners at all levels and ages – This system promotes increased participation and completion in both adult basic education and postsecondary education .

I. GENERAL

A. The College shall provide:

1. Courses that successful participants may apply either to secondary school graduation, and/or academic credit-non-credit requirements for the Associate in Arts/Associate in Science degrees offered at the College;
2. Administration and scoring of the Accuplacer Test;
3. Academic and student support services available to all the College students;
4. Instructors, and monitoring of instructional quality;
5. Exemption from tuition and fees; and
6. Monitoring of student academic progress and maintenance of college records.

B. The Contractor shall provide:

1. Classrooms, including computer labs;
2. Supplemental instruction to support reading and writing courses;
3. Textbooks appropriate to instruction;
4. Case Management for students;
5. Compensation to faculty and support staff; and
6. Fiduciary oversight.

C. Student Eligibility:

Students who express an interest in enrolling in the program shall meet the following criteria:

1. High school credit applicants must be no more than 4 credits away from completing a diploma.
2. General Education Diploma (GED) applicants must be enrolled in advanced level courses; must have passed two sub-tests, one of which must be Reading; and must be referred by an instructor.
3. A New Haven Adult Education administrator must refer non-high school credit or GED applicants.
4. High school graduates will be allowed to take refresher courses through the program if qualified and approved by a New Haven Adult Education administration.
5. College students interested in taking a class in addition to their course load, or those on academic probation, will be admitted if approved by a New Haven Adult Education administrator.

II. TERM OF THE AGREEMENT

This Contract shall become effective only as of August 19th, 2019 or on the date of signature by the Institution's authorized officials and the date of approval by the Office of the Attorney General (OAG), if applicable, whichever occurs last, and shall continue in effect until August 19th, 2022 unless terminated earlier in accordance with the terms of Section 7 below.

III. COST

1. ***No Cost.***

MAXIMUM AMOUNT OF CONTRACT \$ 0.00

2. **Notices:** All notices, demands or requests provided for or permitted to be given pursuant to this Contract must be in writing. All notices, demands and requests shall be deemed to have been properly served if given by personal delivery, or if transmitted by facsimile with confirmed receipt, or if delivered to Federal Express or other reputable express carrier for next business day delivery, charges billed to or prepaid by shipper; or if deposited in the United States mail, registered or certified with return receipt requested, proper postage prepaid, addressed as follows:

MUST BE COMPLETED

If to the Institution*: Gateway Community College
20 Church Street
New Haven, CT, 06510
Attn: Erika Lynch, Interim Director of Workforce Development
Contact: 203-285-2302, elynch@gatewayct.edu

If to the Contractor*: New Haven Board of Education
54 Meadow Street
New Haven, CT, 06519
Attn: Pat DeMaio, Grant Manager
Contact: 475-220-1372, patricia.demaio@new-haven.k12.ct.us

[Note: *Any party may change its Notice Information in writing in accordance with this Section.]

IV. GENERAL STATE CONTRACT PROVISIONS:

1. **Statutory Authority.** Connecticut General Statutes §§ 10a-6, 10a-1b, 4a-52a, and/or 10a-151b provide the Institution with authority to enter into contracts in the pursuit of its mission.
2. **Claims Against the State.** The Contractor agrees that the sole and exclusive means for the presentation of any claim against the State of Connecticut or the Institution arising from this Contract shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate any legal proceedings in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.
3. **Indemnification.** The Contractor agrees to indemnify, defend and hold harmless the State of Connecticut as well as all Departments, officers, agents, and employees of the State from and against any and all claims, losses or suits according to or resulting from any Contractors, Subcontractors, laborers, or any person, firm or corporation who may be directly or indirectly injured or damaged by the negligence or willful misconduct of the Contractor in the performance of the contract.
4. **Sovereign Immunity.** The parties acknowledge and agree that nothing in this contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this contract. To the extent that this section conflicts with any other section, this section shall govern.
5. **Insurance.** The Contractor agrees that while performing services specified in this contract that it shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service(s) to be performed so as to "save harmless" the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be provided to the contracting state agency prior to the performance of services.
6. **Forum and Choice of Law.** The parties deem the Contract to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Contractor waives any objection which it may now have or will have to the laying of venue of any claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.
7. **Termination.**
 - a. Notwithstanding any provisions in this contract, the Institution, through a duly authorized employee, may terminate the Contract whenever the Institution makes a written determination that such termination is in the best interests of the State. The Institution shall notify the Contractor in writing of termination pursuant to this section, which notice shall specify the effective date of termination and the extent to which the Contractor must complete its performance under the contract prior to such date.
 - b. Notwithstanding any provisions in this contract, the Institution, through a duly authorized employee, may, after making a written determination that the Contractor has breached the contract, terminate the contract in accordance with the following breach provision.
 - i. **Breach.** If either party breaches the contract in any respect, the non-breaching party shall provide written notice of the breach to the breaching party and afford the breaching party an opportunity to cure within ten (10) days from the date that the breaching party receives the notice. In the case of a Contractor breach, any other time period which the Institution sets forth in the notice shall trump the ten (10) days. The right to cure period shall be extended if the non-breaching party is satisfied that the breaching party is making a good

faith effort to cure but the nature of the breach is such that it cannot be cured within the right to cure period. The notice may include an effective contract termination date if the breach is not cured by the stated date and, unless otherwise modified by the non-breaching party in writing prior to the termination date, no further action shall be required of any party to effect the termination as of the stated date. If the notice does not set forth an effective contract termination date, then the non-breaching party may terminate the contract by giving the breaching party no less than twenty four (24) hours' prior written notice. If the institution believes that the Contractor has not performed according to the contract, the Institution may withhold payment in whole or in part pending resolution of the performance issue, provided that the Institution notifies the Contractor in writing prior to the date that the payment would have been due.

- c. The Institution shall send the notice of termination via certified mail, return receipt requested, to the Contractor at the most current address which the Contractor has furnished to the Institution for purposes of correspondence, or by hand delivery. Upon receiving the notice from the Institution, the Contractor shall immediately discontinue all services affected in accordance with the notice, undertake all commercially reasonable efforts to mitigate any losses or damages, and deliver to the Institution all records. The records are deemed to be the property of the Institution and the Contractor shall deliver them to the Institution no later than thirty (30) days after the termination of the contract or fifteen (15) days after the Contractor receives a written request from the Institution for the records. The Contractor shall deliver those records that exist in electronic, magnetic or other intangible form in a non-proprietary format, such as, but not limited to, ASCII or .TXT.
 - d. Upon receipt of a written notice of termination from the Institution, the Contractor shall cease operations as the Institution directs in the notice, and take all actions that are necessary or appropriate, or that the Institution may reasonably direct, for the protection, and preservation of the goods and any other property. Except for any work which the Institution directs the Contractor to perform in the notice prior to the effective date of termination, and except as otherwise provided in the notice, the Contractor shall terminate or conclude all existing subcontracts and purchase orders and shall not enter into any further subcontracts, purchase orders or commitments.
 - e. The Institution shall, within forty-five (45) days of the effective date of termination; reimburse the Contractor for its performance rendered and accepted by the Institution in accordance with the terms of this contract, in addition to all actual and reasonable costs incurred after termination in completing those portions of the performance which the notice required the Contractor to complete. However, the Contractor is not entitled to receive and the Institution is not obligated to tender to the Contractor any payments for anticipated or lost profits. Upon request by the Institution, the Contractor shall assign to the Institution, or any replacement Contractor which the Institution designates, all subcontracts, purchase orders and other commitments, deliver to the Institution all records and other information pertaining to its performance, and remove from State premises, whether leased or owned, all of Contractor's property, equipment, waste material and rubbish related to its performance, all as the Institution may request.
 - f. For breach or violation of any of the provisions in the section concerning representations and warranties, the Institution may terminate the contract in accordance with its terms and revoke any consents to assignments given as if the assignments had never been requested or consented to, without liability to the Contractor or Contractor parties or any third party.
 - g. Upon termination of the contract, all rights and obligations shall be null and void, so that no party shall have any further rights or obligations to any other party, except with respect to the sections which survive termination. All representations, warranties, agreements and rights of the parties under the contract shall survive such termination to the extent not otherwise limited in the contract and without each one of them having to be specifically mentioned in the contract.
 - h. Termination of the contract pursuant to this section shall not be deemed to be a breach of contract by the Institution.
8. **Entire Agreement and Amendment.** This written contract shall constitute the entire agreement between the parties and no other terms and conditions in any document, acceptance or acknowledgment shall be effective or binding unless expressly agreed to in writing by the Institution. This contract may not be changed other than by a formal written contract amendment signed by the parties hereto and approved by the Connecticut Attorney General.
9. **Nondiscrimination.**
- (a) For purposes of this Section, the following terms are defined as follows:
 - (1) "Commission" means the Commission on Human Rights and Opportunities;
 - (2) "Contract" and "contract" include any extension or modification of the Contract or contract;
 - (3) "Contractor" and "contractor" include any successors or assigns of the Contractor or contractor;
 - (4) "Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.
 - (5) "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;

- (6) "good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
- (7) "marital status" means being single, married as recognized by the State of Connecticut, widowed, separated or divorced;
- (8) "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;
- (9) "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of C.G.S. § 32-9n; and
- (10) "public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms "Contract" and "contract" do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, unless the contract is a municipal public works contract or quasi-public agency project contract, (2) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in C.G.S. § 1-267, (3) the federal government, (4) a foreign government, or (5) an agency of a subdivision, state or government described in the immediately preceding enumerated items (1), (2), (3), or (4).

- (b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to ensure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and C.G.S. §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to C.G.S. §§ 46a-56, 46a-68e, 46a-68f and 46a-88; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and C.G.S. § 46a-56. If the contract is a public works contract, municipal public works contract or contract for a quasi-public agency project, the Contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency projects.
- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and in every subcontract entered into in order to fulfill any obligation of a municipal public works contract for a quasi-public agency project, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56, as amended; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of

such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to C.G.S. § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and C.G.S. § 46a-56.
- (h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56 as amended; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

10. **Executive Orders.** This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the Contract as if they had been fully set forth in it. The Contract may also be subject to Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services and to Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain gifts to public employees and contributions to certain candidates for office. If Executive Order 14 and/or Executive Order 49 are applicable, they are deemed to be incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the Contractor's request, the Institution or DAS shall provide a copy of these orders to the Contractor.

11. **Force Majeure.** If the performance of obligations under this Contract are rendered impossible or hazardous or is otherwise prevented or impaired due to illness, accident, Act(s) of God, riots, strikes, labor difficulties, epidemics, earthquakes, and/or any other cause or event, similar or dissimilar, beyond the control of the Contractor, then each party's obligations to the other under this Contract shall be excused and neither party shall have any liability to the other under or in connection with this Contract.

12. **Campaign Contribution Restrictions.** For all state contracts as defined in Connecticut General Statutes § 9-612(f)(2) having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this Agreement expressly acknowledges receipt of the State Election Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the Notice, referenced herein as Exhibit A.

13. **Contract Assignment.** No right or duty, in whole or in part, of the Contractor under this Agreement may be assigned or delegated without the prior written consent of the institution.

14. **Confidential Information.** The Contractor acknowledges that it may have access to Confidential Information (as hereinafter defined). The Contractor agrees that it will use the Confidential Information solely for the purpose of performing its duties as a consultant and agrees that it will not divulge, furnish, publish or use for its own benefit or for the direct or indirect benefit of any other person or entity, whether or not for monetary gain, any Confidential Information.

For purposes of this Agreement, the term "Confidential Information" shall mean (i) all information related to the business operations, marketing plans, financial position and (ii) other business information and any other information disclosed to the Contractor. Confidential Information shall not include information which (i) is or becomes part of the public domain through no act or omission attributable to the Contractor, (ii) is released after prior written authorization or (iii) the

Contractor receives from any third party who is unrelated to it and who is not under any obligation to maintain the confidentiality of such information.

15. **Family Educational Rights and Privacy Act (FERPA)**. In all respects, Contractor shall comply with the provisions of the Family Educational Rights and Privacy Act (FERPA). For purposes of this contract, FERPA includes any amendments or other relevant provisions of federal law, as well as all requirements of Chapter 99 of Title 34 of the Code of Federal Regulations, as amended from time to time. Nothing in this agreement may be construed to allow Contractor to maintain, use, disclose or share student information in a manner not allowed by federal law or regulation or by this contract. Contractor agrees that it shall not provide any student information obtained under this contract to any party ineligible to receive data protected by FERPA. This section shall survive the termination, cancellation or expiration of the contract.
16. **Summary of State Ethics Laws**. Pursuant to the requirements of section 1-101qq of the Connecticut General Statutes, the summary of State ethic laws developed by the State Ethics Commission pursuant to section 1-81b of the Connecticut General Statutes is incorporated by reference into and made a part of the contract as if the summary had been fully set forth in the contract.
17. **Whistleblower**. This contract may be subject to the provisions of Section 4-81dd of the Connecticut General Statutes. In accordance with this statute, if an officer, employee or appointing authority of the Contractor takes or threatens to take any personnel action against any employee of the Contractor in retaliation for such employee's disclosure of information to any employee of the contracting state or quasi-public agency or the Auditors of Public Accounts or the Attorney General under the provisions of subsection (a) of such statute, the Contractor shall be liable for a civil penalty of not more than five thousand dollars for each offense, up to a maximum of twenty percent (20%) of the value of this contract. Each violation shall be a separate and distinct offense and in the case of a continuing violation, each calendar day's continuance of the violation shall be deemed to be a separate and distinct offense. The State may request that the Attorney General bring a civil action in the Superior Court for the Judicial District of Hartford to seek imposition and recovery of such civil penalty. In accordance with subsection (f) of such statute, each large state contractor, as defined in the statute, shall post a notice of the provisions of the statute relating to large state contractors in a conspicuous place which is readily available for viewing by the employees of the contractor.
18. **Disclosure of Records**. This Contract may be subject to the provisions of section 1-218 of the Connecticut General Statutes. In accordance with this statute, each contract in excess of two million five hundred thousand dollars between a public agency and a person for the performance of a governmental function shall (a) provide that the public agency is entitled to receive a copy of records and files related to the performance of the governmental function, and (b) indicate that such records and files are subject to the Freedom of Information Act (FOIA) and may be disclosed by the public agency pursuant to FOIA. No request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with FOIA. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206 of the Connecticut General Statutes.
19. **Audit Requirements for State Grants**. For purposes of this clause, the word "Contractor" shall be read to mean "nonstate entity," as that term is defined in Conn. Gen. Stat. § 4-230. The Contractor shall provide for an annual financial audit acceptable to the Institution for any expenditure of State-awarded funds made by the Contractor. Such audit shall include management letters and audit recommendations. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. The Contractor will comply with federal and State single audit standards as applicable.
20. **Audit Requirements for Federal Grants**. For U.S. based, non-profit Contractors expending \$500,000 or more of federal awards in one year. The Contractor agrees to comply with the requirements of Office of Management and Budget (OMB) Circular A-133. Contractor further agrees to provide the Institution with copies of all independent auditors' reports which cover the period of performance of this contract. Contractor will provide a copy of its response to auditors' reports and, in instances of non-compliance, a plan for corrective action. All records and reports prepared in accordance with the requirements of OMB Circular A-133 shall be made available for review or audit by appropriate officials of the Federal agency, Institution, or the General Accounting Office (GAO) during normal business hours.

For U.S. based, non-profit Contractors expending less than \$500,000 of Federal awards in one year: Contractor agrees that all records pertaining to this agreement will be made available for review or audit by appropriate officials of the Federal agency, Institution, or the GAO during normal business hours.

21. **Professional Standards**. In rendering services under this contract, the Contractor shall conform to high professional standards of work and business ethic. The Contractor warrants that the services shall be performed: 1) in a professional and workmanlike manner; and 2) in accordance with generally and currently accepted principles and practices. During the term of this contract, the Contractor agrees to provide to Institution in a good and faithful manner, using its best efforts and in a manner that shall promote the interests of Institution, such services as Institution requests, provided in the contract.
22. **Contractor's Standards of Conduct**
 - (a) In order to insure the orderly and efficient performance of duties and services at the Institution and to protect the health, safety and welfare of all members of Institution's community the Contractor agrees that the following items are

strictly prohibited while performing services under this Agreement:

- i. Use or possession of drugs or alcohol;
- ii. Possession of firearms or illegal weapons anywhere on campus property including vehicles,
- iii. Smoking in buildings;
- iv. Harassment (sexual, racial or otherwise) or intimidation of anyone on the premises of the campus;
- v. Violation of applicable traffic or public safety regulations or of Institution rules and procedures;
- vi. Unauthorized use of Institution vehicles, equipment or property;
- vii. Use of University telephones for personal business;
- viii. Removal or theft of University property;
- ix. Unauthorized duplication or possession of University keys;
- x. Transfer of personal identification card or of parking pass to unauthorized personnel;
- xi. Conduct or behavior that endangers the health, safety and welfare of any member of the public or of the University community;
- xii. Interference with the work of other employees;
- xiii. Work attire other than the specified uniform; and
- xiv. Loud, vulgar behavior or the use of profanity.

(b) Violation of Standards: Contractor will require its employees to comply with the standards listed in Professional Standards and 22 (a) above. The Institution may, at its discretion, recommend discharge of any employee of the Contractor found to be in violation of the standards listed in 1.1(i) or 1.2(a) above, or in violation of any law or standards adopted by the Institution from time to time, as required, to protect the health, safety and welfare of the Institution's community. Upon request of the Institution, Contractor shall remove any of its employees that violate said standards from assignments to be performed under this Agreement.

V.

ACCEPTANCE OF AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Contract by their duly authorized representatives with full knowledge of and agreement with its terms and conditions.

Gateway Community College

New Haven Board of Education

By: _____

By: _____

Print Name: Adell Brown, Jr., Ph.D.

Print Name: _____

Title: Interim Dean of Institutional Effectiveness

Title: _____

Date: _____

Date: _____

By the Connecticut Attorney General (approved as to form)

By: _____

Print Name: _____

Title: _____

Date: _____



NOTICE TO EXECUTIVE BRANCH STATE CONTRACTORS AND PROSPECTIVE STATE CONTRACTORS OF CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS

This notice is provided under the authority of Connecticut General Statutes §9-612(f)(2) and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined below):

CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract or state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall knowingly *solicit* contributions from the state contractor's or prospective state contractor's employees or from a *subcontractor or principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

DUTY TO INFORM

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

PENALTIES FOR VIOLATIONS

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties - Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties - Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

CONTRACT CONSEQUENCES

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

Additional information may be found on the website of the State Elections Enforcement Commission, www.ct.gov/seec. Click on the link to "Lobbyist/Contractor Limitations."

DEFINITIONS

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract*, (v) the spouse or a *dependent child* who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of the Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.



STATE OF CONNECTICUT
NONDISCRIMINATION CERTIFICATION — Representation
By Entity
For Contracts Valued at Less Than \$50,000

Written representation that complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

INSTRUCTIONS:

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at less than \$50,000 for each year of the contract. Complete all sections of the form. Submit to the awarding State agency prior to contract execution.

REPRESENTATION OF AN ENTITY:

I, _____, _____, of _____,
Authorized Signatory Title Name of Entity

an entity duly formed and existing under the laws of _____,
Name of State or Commonwealth

represent that I am authorized to execute and deliver this representation on behalf of

_____ and that _____
Name of Entity Name of Entity

has a policy in place that complies with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

Authorized Signatory

Date

Printed Name



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Edgewood Creative Thinking through STEAM Magnet School
Date: September 3, 2019
Re: Public Good Design LLC Agreement
Proposed Meeting Date: October 7, 2019

Executive Summary/ Statement: Approval is requested for an agreement by and between the New Haven Board of Education and Public Good, LLC. Public Good, LLC's partnership will aid in the branding/marketing of our new STEAM theme. Installations will provide students, families, staff and community members a deeper understanding of the themes we focus our curriculum around. This branding and marketing will also promote us within the New Haven school community and help us to attract new potential families.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$8,091.00

- Item 1: Window Adhesive Vinyl main office door and side window \$1,234.00
- Item 2: Window Adhesive Vinyl lobby art door entrance \$974.00
- Item 3: Window Adhesive Vinyl Auditorium windows to hallway \$880.00
- Item 4: Window Adhesive Vinyl first floor hallway window over doors near auditorium \$766.00
- Item 5: Window Adhesive Vinyl lobby over door inside and outside \$1,542.00
- Item 6: Window Adhesive Vinyl lobby left/right side door windows \$1,815.00
- Item 7: Window Adhesive Vinyl gym windows to hallway \$880.00

Funding Source & Account #: Magnet 17-22 Edgewood Creative STEM
 Acct #: 2517 6253 56694 0012

Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals: This contract supports the school goals of STEAM and allows us to brand ourselves to show our current students, parents and staff a deeper understanding of our theme and create an excitement around inquiry-based learning. With this branding students will also discover the STEAM opportunities available for future education and when joining the work force within our own New Haven community, throughout the state of CT, and the world. Students will also understand that these types of opportunities are available to all.
2. What **specific need** will this contractor address? This contact will support the marketing of our school to attract new students and families who are interested in pursuing STEAM for their current education and future endeavors. We want students to understand that there are opportunities for all especially those underrepresented in the STEAM field. This contractor will also provide directional signage, security window wraps and welcoming school signage
3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: **Quotes**

4. What **specific skill set** does this contractor bring to the project? This contractor has worked prior with the New Haven Public Schools and the city of New Haven. She will work to beautify and energize our space with visuals and designs to couple with our new themes, school name and school wide focus. Public Good, LLC will use materials that embody our existing mainframes and provide the durability required to last for years to come. Public Good LLC will use a variety of mediums throughout the building including vinyl, wallpaper, banners, window wraps, polystyrene sheets and perforated window vinyl.
5. Is this a **new or continuation service**? New Service
6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** Performance and outcomes will be evaluated by the Edgewood Creative Thinking through STEAM Magnet Schools' building administration, Magnet Resource Teachers (MRTs) Leadership team members, SPMT and our PTO.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? This is not professional development.
8. Why do you believe this agreement is **fiscally sound**? This agreement is fiscally sound because it meets the needs of the marketing and branding of our school, our new STEAM theme, our new school name, our need for directionality within the building and our security needs. Public Good, LLC is bringing new life back into an old structure and allowing our STEAM theme to shine. The cost is not only for materials but for all design and installation work.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Public Good, LLC

FOR DEPARTMENT/PROGRAM:

Edgewood Creative Thinking Through STEAM Magnet School

This Agreement entered into on the 3rd day of September 2019, effective (*no sooner than the day after Board of Education Approval*), the 29th day of October 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Public Good, LLC located at, 9 Penn Circle Branford, CT 06405 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$8,091.00**

- Item 1: Window Adhesive Vinyl main office door and side window \$1,234.00
- Item 2: Window Adhesive Vinyl lobby art door entrance \$974.00
- Item 3: Window Adhesive Vinyl Auditorium windows to hallway \$880.00
- Item 4: Window Adhesive Vinyl first floor hallway window over doors near auditorium \$766.00
- Item 5: Window Adhesive Vinyl lobby over door inside and outside \$1,542.00
- Item 6: Window Adhesive Vinyl lobby left/right side door windows \$1,815.00
- Item 7: Window Adhesive Vinyl gym windows to hallway \$880.00

The maximum amount the contractor shall be paid under this agreement: Eight thousand, ninety one dollars. (**\$8,091.00**). 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 **Magnet 17-22 Edgewood Creative STEM Program** of the New Haven Board of Education, **Account Number: 2517-6253-56694-0012** (*pending receipt of funds*)

This agreement shall remain in effect from October 29, 2019 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.*

Public Good, LLC will provide designed branding and signage that will update our building with our new name: Edgewood Creative Thinking through STEAM Magnet School, and our new STEAM theme in accordance with our federal grant. Contractor will provide all branding web based designs approved by our building stakeholders, all materials inclusive of hardware for hangings and full installation.

Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all costs for services including travel and supplies. if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

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

9/4/19
Date

Date

Alana Triscoll, Principal
Contractor Printed Name & Title

Revised: 10/2/18



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

PURCHASING DEPARTMENT QUICK ORDER FORM

Date: 9/3/19	Order Number:
---------------------	----------------------

Department ordering item: EDUCATION – Special Funds

Department approval signature:

Attesting to sufficiency of funds as per Sec. 59 of City Charter.

Description of item (completed by department)
These quotes are for the purpose of branding, web based designs for marketing, directional signage and school safety window wrap installations. Quotes are final and include design, all appropriate materials and installation.

Suggested Vendors and Prices quotation(s)		
<i>Note: List of suggested vendors must be obtained from the Purchasing Department.</i>		
VENDOR NAME AND ADDRESS	AMOUNT (Quoted From Vendor)	SELECTED VENDOR PLEASE CHECK
1)Public Good, LLC 135 Seneca Rd. New Haven, CT 06515	\$8,091.00	<input checked="" type="checkbox"/>
2) Bowman Signs 363 New Haven Avenue Milford, CT 06460	\$3,100.00 could only estimate design and installation price	<input type="checkbox"/>
3)Krative LLC 129 Church St. New Haven, CT	\$11,850.00	<input type="checkbox"/>
Other vendor selected by department (if any)		
VENDOR NAME AND ADDRESS	AMOUNT (Quoted From Vendor)	SELECTED VENDOR PLEASE CHECK
1)		<input type="checkbox"/>
Reason for Choice Below:		
Public Good is a full package that incorporates full web design, installation and durable materials. Laine Driscoll is a member of the New Haven community and her work speaks for itself. Her design methods are flexible, her customer service impeccable and her quote is final with no hidden costs or fees.		
Note: If a vendor other than those suggested by the Purchasing is selected, the Purchasing Department must receive prior approval.		
Purchasing Approval:		
Signature of authorized purchasing personnel indicates approval		



School Branding Proposal

Edgewood Creative Thinking through STEAM Magnet



Dear Principal Smith, Holly and Michael,

Firstly, thank you so much for the opportunity to provide you with a quote on this project. It is an honor to be able to work with Edgewood in helping to beautify and energize your space with new visuals and design to couple with your new themes and schoolwide focuses. Working with the schools of New Haven has brought me great joy through the years and I am so happy to have the opportunity to begin a new relationship with Edgewood.

In the attached pages are photos of the school spaces that we've talked about and named/defined spaces. These names correlate to the Estimate, which contains all the pricing. A description of the materials (noted on the Estimate) is below.

I hope this Proposal finds you all well! I am happy to meet with you all in person to answer any questions or feel free to email or call as well.

Wishing Edgewood all the best, always!

Sincerely,
Laine Driscoll

Materials Description:

Wallpaper: Custom designed HD, 720dpi printed vinyl wallpaper. Commercial-grade, matte finish. Professional installation.

Vinyl Banner Material: Premium 15oz vinyl scrim banner. HD - highest pixel density, single-sided print.

Aluminum Frames for Photos: 8.5x11 sized high quality anodized aluminum frame with 30% recycled material. Slot to drop in photo print. Commercial-grade frame with long lifespan. Mounts flush to wall.

Lobby LED Light Up Aluminum Frame: High quality anodized aluminum frame with front-loading flip-up top to load HD graphic print for backlit use. Dimmer/flashing switch included. Thin profile frame, approx. 1". 50,000 hours usage on LED lights and 2-year guarantee on LEDs. Super bright, warm and white light at 6000K with uniform light distribution.

Double-Sided Window Vinyl: Printed product on both sides of adhesive vinyl so that one image is visible from outside, another image is printed on interior view.

Single-Sided Window Vinyl: Printed product on single side of adhesive vinyl. Super vibrant print.

Aluminum Frame: Same as LED Light Up Aluminum Frame description but without lights.

Perforated Window Vinyl: Perforated vinyl material. Material allows 50% visibility of the other side. Will allow sunlight to stream into area.

Polystyrene Rigid Sheet: Rigid but thin plastic material originally designed for outdoor sign inserts. The lightweight quality makes it ideal for a variety of other uses. High durability.

Aluminum Signage: .04" thick aluminum heavy-duty outdoor signage originally designed for post or frame usage. Able to be contour cut into any imaginable shape.





(3) LOBBY BULLETIN BOARD FAR RIGHT

(4) LOBBY BULLETIN BOARD MIDDLE

(5) LOBBY ALUMINUM FRAMES FOR PHOTOS



(6) LOBBY BRICK WALL LED LIGHT UP ALUMINUM FRAME W/ CUSTOM PRINTED INSERT



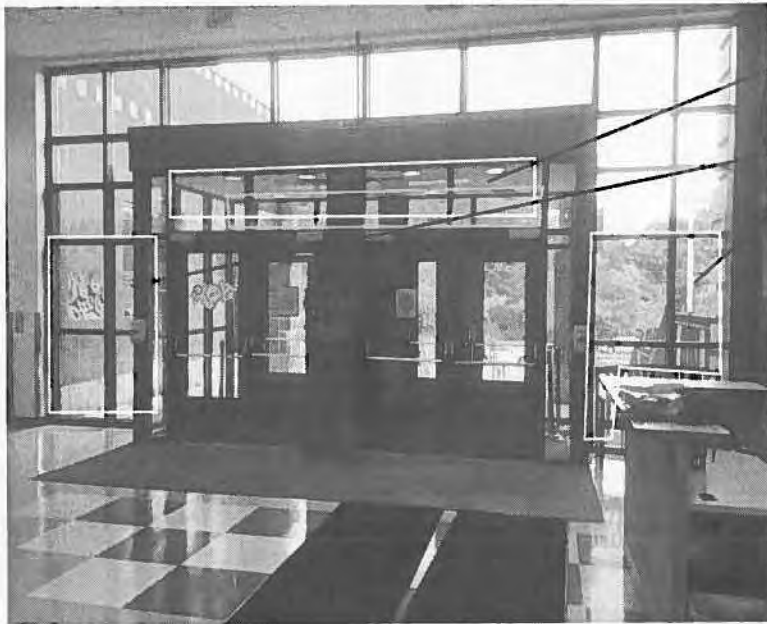
(7) MAIN OFFICE OVER DOOR AND SIDE WINDOW

(8) LOBBY ART DOORS ENTRANCE (4 windows)



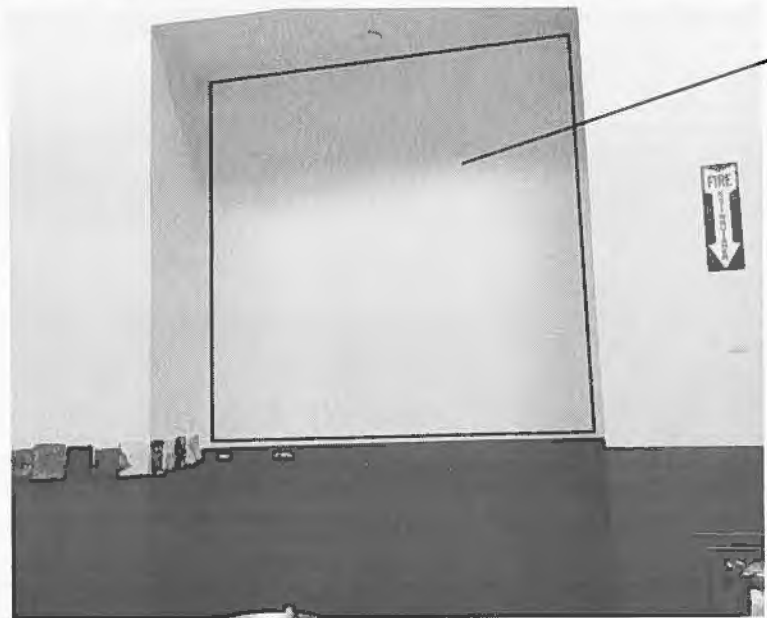
(12) AUDITORIUM WINDOWS TO HALLWAY

(13) FIRST FLOOR HALLWAY WINDOW OVER DOORS NEAR AUDITORIUM



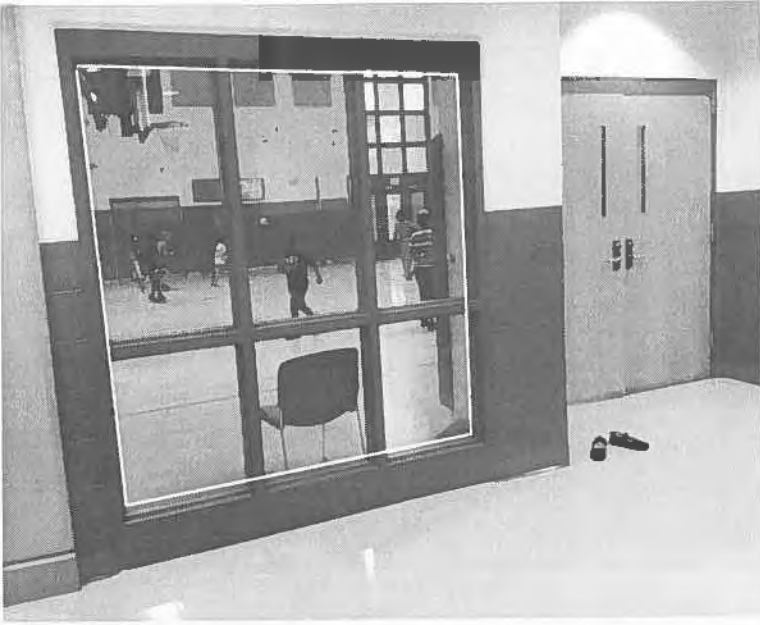
(14) LOBBY OVER DOOR (INSIDE AND OUTSIDE) WINDOWS

(15) LOBBY LEFT/RIGHT SIDE DOOR WINDOWS



~~(16) ABOVE WATER FOUNTAIN NEXT TO MAIN OFFICE:~~

(26) GYM WINDOWS TO HALLWAY



BOWMAN SIGNS LLC

363 New Haven Avenue
 Milford, Ct 06460
 Phone (203) 874-2602 - Fax (203) 876-8628

SOLD TO
 NAME Edgewood School
 ADDRESS _____
 CITY New Haven, CT

SHIP TO
 NAME Estimate Only
 ADDRESS _____
 CITY _____

CUSTOMER ORDER NO	NAME	PHONE	F O B	TERMS	DATE
	Holly			50% dep. balance	July 3
QUANTITY	DESCRIPTION			PRICE	AMOUNT
1	276 sqft feet of material printed and installed			\$10 per sqft	\$27
2	(Avery Dennison 1105 SC wrap media for easy removal, High Performance film with Matte Laminate)				
3	Design and Computer time (Estimate 4 hours)			\$85 per hour	3
4				Total	\$31
5	Tax Exempt				
6					
7	- Includes no design or artwork beyond wording				
8	or additional Branding Items beyond windows -				
9	-				
10					

(\$2760)

(340.00)

\$ 3100.00

11,850
glass work
w/ design
+ installation



**Brand Experience, Signage,
and Marketing Elevation Proposal
Edgewood Magnet School**

Presented by Kreative, LLC

EXECUTIVE SUMMARY

Aug 23, 2019

Holly :

I want to thank you for taking the time to discuss the opportunity for Krative, LLC to partner with the Edgewood Creative Thinking Through STEAM Magnet School (Edgewood Magnet School) project. More specifically, I am pleased to have the opportunity to elevate the school's brand positioning to include STEM within its existing offering as a community-based creative/arts educational programs. This strategy will position Edgewood Magnet School as a viable and desirable school that potential parents will consider sending their children to. In other words, to help set Edgewood Magnet School as a STEAM school of choice within the local region.

This proposal will identify the Brief we will use to guide our branding strategy, and the plans therein. Please review at your convenience and let me know if you have any questions or comments. We may revise and alter this proposal as agreed upon if needed.

Contact me anytime with any questions regarding this proposal. You can reach me at (203) 886--0052 or rick@krative.com .

Thank you so much for this opportunity. My team and I look forward to assisting you with bringing clarity to and developing the strategy behind the Edgewood Magnet School branding.

Rick Callahan
Founder / CEO
Kreative, LLC



Brand Experience, Elevation & Signage - Edgewood Magnet School



BRIEF

WHAT DO WE KNOW?

At present, the Edgewood Magnet School is going through leadership shifts and is seeking to elevate its brand positioning within the market space. It is looking to position itself as a STEAM school that has its roots in the creative & arts education realm. Additionally, it seeks to elevate the awareness of its existing reputation as a neighborhood school which local parents choose to enroll their creatively and artistically talented children.

A note from one of our team members during our initial visit to the school:

"During the walk I noticed little or no wayfinding throughout the school. My GPS took me into the rear parking lot where there is no signage or indication of how to enter the building.

Wayfinding has become a priority of most school systems throughout the United States in the wake of the many tragedies that have occurred and I believe this project should focus on wayfinding as there first priority as it can be designed to satisfy their need to Wayfinding can be used to make visitors feel welcome, students and staff secure, and be clearly visible in the event emergency personnel need to find their way. Wayfinding need not be fancy or expensive and can in fact play a major part of the visual enhancements that the school is trying to achieve."

WHAT IF...

- What if Edgewood Magnet School conveyed an identity that is accessible, engaging, and inspirational to the values of STEAM & our local neighborhood communities?
- What if Edgewood Magnet School had visible signage from the outside which increased visibility of the school itself and the navigability to the entrance?



Brand Experience, Elevation & Signage - Edgewood Magnet School

- What if Edgewood Magnet School was able to tell a consistent story through engaging signage, graphics, way-finding, and branded marketing messaging as the brand evolves over time?
- What if Edgewood Magnet School was able to capture the attention of its ideal target markets by presenting itself through its strengths and institutional core values?
- What if Edgewood Magnet School was able to appeal to prospective students/parents through a concise identity & marketing message which was not only reflected within (and on) the walls of the school, but also in its digital presence (web and social media)?
- What if Edgewood Magnet School partnered with a vendor that was able to truly understand its vision for the future of the brand – and implement visual & functional pieces within and around the school's environment to create an elevated & **distinctly Edgewood Magnet School experience?**

HOW WILL WE ACCOMPLISH THIS?

Being a brand-focused creative marketing agency, Krative, LLC is dedicated to ensuring that the solutions provided to its clients are customized to their specific needs and goals. Our process of brand strategy & creative production services has been developed to incorporate "all the moving pieces" in regards to properly and efficiently defining, establishing, and growing a brand. The services listed in this proposal follow that process so as to allow strategic decisions to drive the project.

Being specialists of brand strategy and development, we understand that the only way for us to provide the best services to our clients is to dynamically pull from our team of dedicated specialists as needed for the specialized services that brand strategy and design will often call upon, such as signage and implementation. For this project we will be enlisting the assistance of our dedicated specialist for signage & implementation, Tim Keogh (and his team) of Image360.

PROCESS OVERVIEW

We will work with the leadership of Edgewood Magnet School to define the brand, its purpose, and the most effective communication strategies for branding itself as a STEAM brand. With the strategy sorted, we will work with our dedicated specialists from Image360 to inspect, measure, and define the physical limitations & requirements of the branding & signage within the scope of this project. From



Brand Experience, Elevation & Signage - Edgewood Magnet School

there we will create concepts of the various deliverables in which the brand's value proposition and consistent visual aesthetic may be reviewed (and revised if necessary) prior to installation.

Should the digital marketing presence package within this agreement be commenced, the website will be built upon a Wordpress engine and incorporate an easy to use drag-and-drop visual editor so that Edgewood Magnet School will be able to easily modify content on the website going forward. The content within this site would be re-written within the framework of the brand strategy that has been established throughout this project. Additionally, the site will include an e-mail marketing sign up form so that potential parents can sign up for more information. This will increase the ability for Edgewood Magnet School to "get the word out" and engage people who are not yet ready to enroll their children. We will also include the initial setup of social media marketing strategies and graphics to establish a consistent presence of the brand.

ABOUT OUR DEDICATED SIGN IMPLEMENTATION SPECIALISTS

Our sign implementation specialist (Tim Keogh of Image360) and his management team has over 60 years of combined experience in branding, signage and displays. Having a trusted signage specialist handle your projects from start to finish is crucial in achieving aesthetic cohesion and project coordination, not to mention the convenience and cost savings it provides. Whether you need one temporary sign or thousands of identical graphics for multiple locations, you'll have access to everything and anything you need with regard to signage, display, and implementation.



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BRANDED SIGNAGE



BRANDED PRINT COLLATERAL

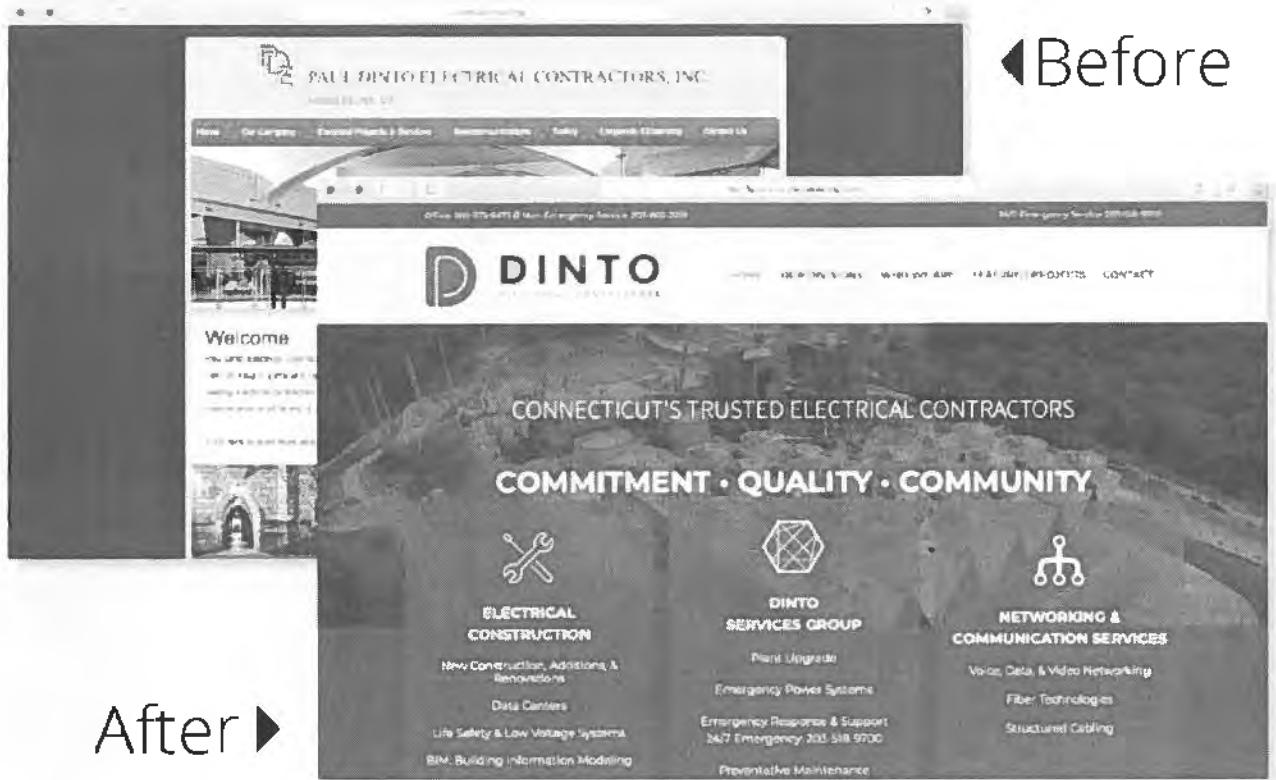


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BRANDED DIGITAL PRESENCE



PROJECT PHASES, SCOPE, & FEES

Krative, LLC is a design agency that focuses on branding & creative marketing strategies.

We have worked with hundreds of clients to design, refine, and position brands in order to produce a more streamlined marketing effort. Our process creates more effective and qualified in-bound leads and sales.

The following scope of services are proposed in a manner that allows us to use a proven phase-based process that we stand behind. If there are any requests for modification with regard to the scope of services proposed, we will then refine the proposal as a whole. This will allow us provide our best work for your brand.

Project Deliverables	Price	QTY	Subtotal
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Brand Experience, Elevation & Signage - Edgewood Magnet School

Requested Minimum Scope of Deliverables

Brand Discovery & Strategy \$2,000.00 1 \$2,000.00

The initial Branding Discovery and Strategy Development phase allows us to create an effective and efficient plan to establish and elevate your brand positioning.

- Project "Kick-Of" meeting (Typically 1hr to 90 mins)
- Initial consultation & discovery session to aid in identifying, refining, and updating the overall brand positioning & environmental experience strategy. This will allow for creative assessment of visual and written representations of the brand to be implemented for the scope of this project.

Minimum Scope Site Assessment \$1,000.00 1 \$1,000.00

Design Services for Minimum Scope of Deliverables \$3,250.00 1 \$3,250.00

Front Atrium & Entry Way \$3,500.00 1 \$3,500.00

Office Entry Door & Sidelight \$450.00 1 \$450.00

Arts Alley Overhead Glass \$400.00 1 \$400.00

All Purpose Room Windows (x2) \$800.00 1 \$800.00

Discovery Zone \$450.00 1 \$450.00



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Recommended Scope of Deliverables & Services

OUR RECOMMENDED SCOPE INCLUDES ALL OF THE ABOVE IN ADDITION TO THE FOLLOWING: \$0.00 1 \$0.00

(check box for each that you wish to engage)

Fully Branded Environment Package \$22,500.00 1 \$22,500.00

During our visit to the school we were shown various areas of the school which would do well to be visually enhanced with graphics for aesthetic, way-finding, school culture/vibe, and utilitarian purposes. Solutions will be designed and implemented for the following with this package:

- Front Atrium/Lobby Framing & Bulletin System
- Front Atrium / Lobby Wall Graphics next to Logo & Double Doors
- Indoor Floor Graphics (lobby, each primary wing, multi-purpose room)
- Multipurpose room Fabric Frames W/ Swappable Fabric Graphics. Includes 7 frames closest to stage)
- Multipurpose Room Additional branded wall signage for: Branded school culture statement/graphic, gym rules)
- Elevator Door Graphics w/ branded visuals and messaging.

Accessibility Assessment & Signage Package \$6,500.00 1 \$6,500.00

ADA Compliance is crucial with regard to being accessible. With this package we will assess the buildings accessibility needs with regard to signage and way-finding specifically. We will implement the appropriate (and often required by law) signage based on our findings with this package.

Parking & Entrance Way Finding Package \$6,000.00 1 \$6,000.00

Estimate may be refined for this line item based on actual scope of signage needs. This price point will allow for effective way finding solutions to assist visitors to find their way from each side of the building to the appropriate entrance/s.

Digital Branding Package \$5,000.00 1 \$5,000.00

Web redesign & Social Media Graphics

- Wordpress CMS + BeaverBuilder (License included)
- Designed to match brand styles as defined in phase 1.
- Fully responsive design (mobile, tablet, desktop, etc.)
- Organic SEO best practices
 - Content is modified for an Intuitive User Experience, driving Lead Generation, and long-term Search Engine Optimization.



Brand Experience, Elevation & Signage - Edgewood Magnet School

- E-Mail Marketing sign up form is included (FreshLetters to be used if no other preferred solutions is chosen)
- Training (how to update website) will be offered upon launch.
- 1 Year of our Standard Hosting included if required (\$240/year)

<input type="checkbox"/> Branded Marketing Collateral Package	\$3,000.00	1	\$3,000.00
<ul style="list-style-type: none"> • Folder design • About the School (for potential parents) Sales Sheet/Flyer • Business Cards Designed • Postcard Marketing Leave-behind 			
<input type="checkbox"/> Folders Printed (per set of 500)	\$750.00	1	\$750.00
(update qty to reflect how many sets you would like)			
<input type="checkbox"/> Business Cards Printed (per set of 1,000)	\$50.00	1	\$50.00
(update qty to reflect how many sets you would like)			
<input type="checkbox"/> Marketing Postcards Printed (per set of 500)	\$200.00	1	\$200.00
(update qty to reflect how many sets you would like)			
			Subtotal
			\$11,850.00
			Total
			\$11,850.00

NOTE: Any chosen additional recommended services and the first month of a chosen retainer agreement are included in the Project Total (and subsequent deposits)



PROJECT FEES & PAYMENT SCHEDULE

Deposit Name	Occurs When...	Deposit Amount
Project - Initial Deposit	Upon acceptance of proposed agreement. Due prior to project commencement	50% of \$11,850.00
Project - Second Deposit	Prior to submission of print-ready files to print vendor, or delivery of final brand identity files/documents/signage to client, or prior to launch of website -- whichever is first.	50% of \$11,850.00

I _____ (Authorized Name) _____ Authorize Krative, LLC to perform the services proposed in this agreement and furthermore to charge the credit card listed below for the deposits & associated fees listed in this proposal. I understand that Krative will securely store this billing information for future reference.

_____ (Signature)

_____ (Date)

CREDIT CARD INFORMATION:

Name on Card:
Credit Card #
Expiration:
Security Code:
Billing Address:



Brand Experience, Elevation & Signage - Edgewood Magnet School

Billing City/Town:

Billing State:

Billing Zip:



PROJECT FEE & SCHEDULE AGREEMENT

I _____ (Authorized Name) _____, hereby referred to as CLIENT, do understand that any schedules proposed on this document are best effort to estimate the time for each phase of the project. I also understand that any delay on my part as the CLIENT will further delay the progress of the project. This includes delays in providing any approvals, information, documentation, media, or other related project materials that KRATIVE, hereby referred to as VENDOR, may need to work on this project. I understand that any delays on my part as the CLIENT that exceed 9 business days above the expected turn around are subject to an immediate pause of all work by VENDOR until CLIENT supplies the appropriate approvals, material, information, etc. AND the project work is rescheduled by VENDOR.

I also understand that the fees associated with the project and any associated retainers are calculated to be within the scope of the deliverables and services listed in this proposal. The deliverables are listed as a holistic package of services and therefore are planned to be executed in a precise and efficient manner. Any changes, alterations, additions, or otherwise work not listed in this proposal will be billed accordingly at VENDOR's standard rates (\$250/hr. for consulting services and \$150/hr. for creative/production services). Additionally a modified version this proposal or addendum will be created and related schedules will need to be created and approved prior to project continuation.

All print or web-ready content, graphics, videos, photography, and/or digital media created for the purposes of this project (and through duration of Agreement) will belong to CLIENT upon completion of payment for that retained period of time. All confidential information regarding CLIENT's process, services, and offerings will remain confidential and not shared with outside parties without CLIENT's permission. KRATIVE retains the right to utilize any finished & public element of this project for marketing purposes, in addition to CLIENT's name and/or logo.

Rush Fees, Late Fees, & Cancellation Fees Policies: I also understand that late payments will be subject to late fees according to Krative's standard billing policies. Additionally, if I wish to end this contract early, I understand that I must request in writing 30 days prior to cancellation. In addition to the request of cancellation, I understand that I will be charged for 50% of the remaining contracted period in addition to any existing balances. Should I request any creative production, maintenance, or marketing services to be performed prior to the established production schedules, I may be charged a



Brand Experience, Elevation & Signage - Edgewood Magnet School

20% (of the additional services cost) Rush Fee (\$100 minimum fee) at Krative's discretion -- Krative would articulate these fees via email and require CLIENT'S approval prior to performing services on a "rush".

_____ (Client Name) _____ (Client Signature) _____ (Date)



CONTACT PERSONS & RESPONSIBILITIES

NOTE: The contact persons listed on this page may or may not be the same person, depending on CLIENT'S needs. Please fill out each role regardless if the appropriate contact name is the same person.

_____, will ultimately be responsible for all decisions on behalf of CLIENT. In particular, the Primary Decision Maker is fully responsible for any decisions and obligations related to billing. Additionally, the Primary Decision Maker is responsible for administrative functions, and assigning staff of CLIENT as needed to assist with any marketing needs. Findings and suggestions related to marketing strategies will be provided by Krative, however the final decisions are the responsibility of the Primary Decision Maker.

Marketing Liaison - Day to Day Communication & Smaller Requests

_____, will be responsible for all day-to-day communication in regards to marketing-related strategies. The Marketing Liaison will be the point of contact for Krative for smaller requests, questions, and direction. This person is expected to discuss any decisions with the Primary Decision Maker as listed above. Krative is to assume that any decisions or requests made by the Marketing Liaison have already been approved by the Primary Decision Maker.

I understand my responsibilities as the Primary Decision Maker listed above and agree that the associated contact person/s listed are able to the best of their abilities perform the responsibilities listed of them within the organization.

_____ (Client Name) _____ (Client Signature) _____ (Date)



PROJECT COMMENCEMENT INVOICE

From:
Kreative, LLC

To
Edgewood Magnet School

INITIAL DEPOSIT PAYMENT AMOUNT:

\$5,925.00



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Sandy Kaliszewski
Date: 10/07/2019
Re: Slither and Swim Pet Agreement

Executive Summary/ Statement: Approval is requested for an Agreement by and between the New Haven Board of Education and Slither and Swim Pets. Contractor will provide comprehensive support in the set-up and stocking of school animal habitats - including animals, supplies, staff education, and consultation on health matters. Dates of Service 10/16/19- 6/30/20

Amount of Agreement and the Daily, Hourly or per Session Cost: Not to exceed \$4,000. Hourly rate for in-school set-up and maintenance is \$45/hr – not to exceed 10 hrs (\$450). Materials and supplies at 20% discount on non-net items, animals at full cost – not to exceed \$3500.

Funding Source & Account #: 270-433-19-56697

Key Questions:

1. **How does this project align to the District Continuous Improvement Plan?** This service enhances the science component in the school science magnet theme and provides opportunities for student engagement.
2. **How was the contractor selected? Quotes? RFP? Sole Source designation?** Existing contractor. Review of New Haven pet stores attached. Large box-stores are unable to provide maintenance services, in-house training, prescriptive advise.
3. **What specific skill set does this contractor bring to the project?** (Attach a copy of the contractor's resume). See resume
4. **Is this a new or continuation service? If this is a continuation service, please attach an evaluation of the contractor from the previous year.** Continuation Service. Past 5 years.
5. **Evidence of Effectiveness: How will the contractor's performance be evaluated? How frequently will you meet with the contractor to monitor their progress?** Availability of necessary items to maintain life, response to requests for in-house maintenance. Slither and

Swim has historically responded to the school's needs in a timely manner including building habitats to meet our specific needs that do not currently exist in commercial form.

6. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A**
7. **Why do you believe this agreement is fiscally sound? What differentiates this contractor from other pet stores is that they provide in-house services, they offer a significant discount, they maintain the same knowledgeable employees for years (vs. large turnover at other pet stores whose employees do not specialize in reptiles, amphibians and fish), have a proven track record and are conveniently located for school employees.**



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Slither and Swim Pets

FOR DEPARTMENT/PROGRAM:

Mauro-Sheridan Interdistrict Magnet School

This Agreement entered into on the 19th day of September, 2019, effective (no sooner than the day after Board of Education Approval), the 16th day of October, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, Slither and Swim Pets located at, 38 Saw Mill Road #16 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$45 per hour or session, for a maximum of 10 hour and materials and supplies up to a maximum of \$3550.

The maximum amount the contractor shall be paid under this agreement: (\$4000). 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 Interdistrict Magnet **Program** of the New Haven Board of Education, **Account Number:** 270-433-19-56697

This agreement shall remain in effect from October 16, 2019 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).* Slither and Swim Pets will provide comprehensive support in the set-up and stocking of the 30+ diverse animal environments at Mauro-Sheridan Interdistrict Magnet School – including fresh water, salt water, insect, amphibian and reptile tanks. They provide all materials and supplies needed to create healthy animal environments and offer free delivery on large items. In addition, they provide maintenance service on larger habitats. They also provide in-house, hands-on education to our Science staff on the proper care of animals and maintenance of tanks. They are available for consultation on the growth and health of animals in question and provide prescriptive advice for ill animals on an as needed basis.


Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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' 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

Sept 23 2019
Date

Date

Paul Nixon (owner)
Contractor Printed Name & Title

Revised: 10/2/18



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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Bishop Woods Architecture and Design Magnet School
Date: 9/5/19
Re: CT Science Center Agreement
Proposed Meeting Date: 9/16/19

Executive Summary/ Statement:

Approval is requested for an Agreement by and between the New Haven Board of Education and the CT Science Center for support utilizing In-Action Coaching and Consultancy Model for teachers as they implement inquiry practices in the classroom. Support will include classroom visitations, lesson study cycles, NGSS alignment and assessment, as well as reviewing of student work for evidence of inquiry practices.

Amount of Agreement and the Daily, Hourly or per Session Cost:

\$10,025.00 (\$875.00 per session for 11 sessions and \$400.00 for 1 session)

Funding Source & Account #: 16-19Magnet Bishop Woods C/O, Acct #: 2517-6234-56694-0043

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals:

This contract supports the school goals of STEM integration because it supports teachers in building upon their instructional capacity to better serve our students. District goals are supported through the development of 21st century competencies including problem solving, critical thinking, and collaboration while developing the habits of mind to be ready for high school and beyond.

2. What specific need will this contractor address?

This contractor will provide professional development and coaching to teachers around best practices for inquiry that are aligned with the Next Generation Science Standards and Common Core.

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe:

Sole Source

4. What **specific skill set** does this contractor bring to the project?

This contractor has worked with New Haven Public School teachers in the past in both in school and on-site workshops with the purpose to deepen the effectiveness of inquiry practices and learning in schools.

5. Is this a **new or continuation service**?

This is a new service that was developed as a next step for Bishop Woods after teachers attended the Classroom Applications workshops at the CT Science Center.

6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?**

Performance will be evaluated by teacher feedback as well as program review by the Principal, Magnet Resource Teachers and district magnet office, as well as our third party evaluator who will look for evidence of inquiry implementation during site visits.

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?

This contract is specific to the goals of the Magnet Schools Assistance Program grant and cannot yet be provided internally. The goal of the agreement is to increase the capacity at the school level so that eventually the school will be able to provide their own internal PD.

8. Why do you believe this agreement is **fiscally sound**?

This agreement is fiscally sound because it meets the needs of the magnet grant requirements while providing a comprehensive service to the students of Bishop Woods.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
CT Science Center

FOR DEPARTMENT/PROGRAM:
Bishop Woods Architecture & Design Magnet School

This Agreement entered into on the 13th day of August, 2019, effective (*no sooner than the day after Board of Education Approval*), the 24th day of September, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, CT Science Center located at, 250 Columbus Blvd., Hartford, CT 06103 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$875.00 per session for 11 sessions and \$400.00 for 1 session** for a total of 12 sessions.

The maximum amount the contractor shall be paid under this agreement: **Ten thousand, twenty-five dollars (\$10,025.00)**. 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 **16-19 Magnet Bishop Woods C/O Program** of the New Haven Board of Education, **Account Number: 2517-6234-56694 Location Code: 0043**

This agreement shall remain in effect from September 24, 2019 to June 26, 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).*

Utilizing the knowledge and resources of the CT Science Center, provided supports will include In-Action Coaching and Consultancy Model for teachers as they implement inquiry practices in the classroom at Bishop Woods. Support will include classroom visitations, lesson study cycles, NGSS alignment and assessment, as well as reviewing of student work for evidence of inquiry practices.

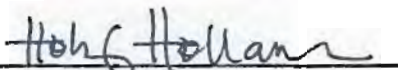
Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached


APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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' 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

Date


Holly Hollander/ Director of the Mandell Academy for Teachers

Revised: 10/2/18

Collaboration with Bishop Woods Architecture & Design
Magnet School
2019-2020
Proposal and Quote for Services

Provided to
Dina Natalino, Principal
New Haven Public Schools
August 13, 2019

Background and Statement of Purpose

The Mandell Academy for Teachers at the Connecticut Science Center (Mandell Academy) and Bishop Woods Magnet School have had a strong partnership around professional learning. For the past two years educators and professional learning specialist have worked closely to support instruction through an inquiry lens. Our work has included workshops, coaching, unit development as well as lesson level revisions.

To continue their work, the school is seeking continued support from the Mandell Academy. The range of services will move from the unit level to looking at student work in order to make instructional decisions for subsequent planning and instructional opportunities.

Scope of Services

We have agreed to continue our support through an In-Action Coaching and Consultancy Model.

This model of support is designed to provide the educator with timely feedback for the purpose of positively impacting subsequent instruction. This support can be through classroom visitations, lesson study cycles, supporting grade-levels or groups of teachers during team meetings to review curriculum and science kit alignments as well as reviewing student work as a vehicle for reflecting on practice.

Additional funding for our 3 Dimensional NGSS Assessment workshop is included in this quote. Our focus with the building's MRTs has been in the area of examining student

work and assessments. This one day workshop would support these efforts and deepen their understanding.

Schedule of Services and Payments

Service	# of Days for Development and Preparation	Cost per	Totals
<u>In Action Coaching and Consultancy Model</u>	11	\$875.00	\$9,625
NGSS 3D Assessment Workshop	2 seats	\$200.00	\$400.00
Total Cost			\$10,025.00

Cancellations – 2 business days prior to the engagement is required. Failure to do so may result in a \$200.00 cancellation fee. This does not include weather related cancellations.

Invoices will be submitted and payment is due 30 days from invoice.

Notices and Agreement

Any notices with regard to this agreement should be sent via U.S. mail or email as follows:

To: Bishop Woods Magnet School

Dina Natalino
 New Haven Public Schools
 1481 Quinnipiac Avenue
 New Haven, CT 06513

Email: dina.natalino@new-haven.k12.ct.us

To the Connecticut Science Center:

Holly Hollander, Director of the Mandell Academy for Teachers
250 Columbus Boulevard
Hartford, CT 06103
Email: hhollander@ctsciencecenter.org

Agreed to:



Holly Hollander
Connecticut Science Center

Date

Dina Natalino
Principal

Date



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.



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Edgewood Creative Thinking through STEAM Magnet School

Date: September 3, 2019

Re: Partnership with Long Wharf Theater

Proposed Meeting Date: October 7, 2019

Executive Summary/ Statement: Approval is requested for an agreement by and between the New Haven Board of Education and Long Wharf Theater. Long Wharf Theater's partnership will work toward fostering collaborative efforts with teachers and students focusing on the pillars of CREATIVITY, EMPATHY and TEAMWORK. Long Wharf Theater (LWT) will work and collaborate to incorporate our curriculum that embodies our science, technology, engineering, art and math (STEAM) theme.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$9,000.00

Teaching time: 72 hours x \$100.00 = \$7,200.00

Prep time: 18 hours x \$100.00 = \$1,800.00

Funding Source & Account #: Magnet 17-22 Edgewood Creative STEM
2517 6253 56694 0012

Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals: This contract supports the school goals of STEAM integration as well as introducing hands-on project based learning through the arts. This collaboration will allow students to use theater as a vehicle to deeply understand concepts of STEAM by incorporating these concepts into production pieces tied directly to our new magnet curriculum.
2. What **specific need** will this contractor address? This contract will support the ART portion of STEAM and allow students to develop and implement facets of a true

theater production via ensemble work. This contract will provide professional collaboration with teachers and curricular integration through inquiry to support our STEAM theme. It will also provide voice and choice for our students and help them connect these STEAM themes through the arts

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: Sole Source

4. What **specific skill set** does this contractor bring to the project? This contractor has worked prior with our Edgewood community and other New Haven Public School students in the past. They bring years of theater experience being a part of the New Haven community as well as their theater education program which operates both onsite at their Long Wharf location and in schools throughout our district. Their mission is to provide students with opportunities to engage in discourse using production as an educational vehicle for their programming.

5. Is this a **new or continuation service**? New Service

6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** Performance will be evaluated by Magnet Resource Teachers (MRTs), classroom teachers and student feedback as well as a program review by the school-wide STEAM Committee and the district magnet office. Theater workshop effectiveness including levels of staff and student engagement will be monitored through surveys and a developed peer review process to ensure the workshop's alignment to our STEAM curriculum.

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? This is **not** professional development.

8. Why do you believe this agreement is **fiscally sound**? This agreement is fiscally sound because it meets the needs of the magnet grant requirements while providing a comprehensive service to the students of Edgewood Creative Thinking through STEAM Magnet School. .



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

By And Between

The New Haven Board of Education

AND

Long Wharf Theater

FOR DEPARTMENT/PROGRAM:

Edgewood Creative Thinking Through STEAM Magnet School

This Agreement entered into on the 3rd day of September 2019, effective (*no sooner than the day after Board of Education Approval*), the 29th day of October 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Long Wharf Theater located at, 222 Sargent Dr. New Haven, CT 06511 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$9,000.00.

\$100.00 per hour x 90 hours (72 teaching hours and 18 collaborative prep hours)

The maximum amount the contractor shall be paid under this agreement: Nine Thousand dollars. (\$9,000.00). 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 Magnet 17-22 Edgewood Creative STEM Program of the New Haven Board of Education, **Account Number:** 2517-6253-56694-0012 (*pending receipt of funds*)

This agreement shall remain in effect from October 29, 2019 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.* : LWT teaching artists will collaborate with Edgewood teachers and work within K-8 grade levels in an in-school drama program. This program will be a "push-in" workshop model that will connect to STEAM themes and curriculum written by Edgewood teachers. Through theater games, team building activities and exercises focused on improvisation, students will have opportunities to apply their learning via script writing, poetry, acting, team ensemble performances for parents, teachers and students as well as theater supporting roles, such as directing, lighting and stage design.

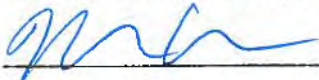
Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contractors 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' 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

9/9/19

Date

Date

Maddyn Adato Director of Learning

Contractor Printed Name & Title

Revised: 10/2/18



Long Wharf Theatre has 37 years of experience delivering curriculum-connected arts education programming in Greater New Haven elementary, middle, and high schools. Our arts education programs provide active learning for approximately 6,000 students a year through the performing arts.

OUR MISSION

LWT Education Department's mission is to have deep and long-lasting partnerships with schools and relationships with students that foster creativity, empathy, teamwork, and appreciation for theatre.

OUR OBJECTIVES

Include students in a dialogue surrounding the themes of Long Wharf's season.

Integrate the arts with other academic subjects as a pathway to stronger communication, literacy, critical thinking, innovation, and collaboration skills.

Invest in each student's creative potential by providing lifelong theater arts opportunities that span every stage of education.

EDUCATION PILLARS

How does the program address Long Wharf Education's three pillars?

Education Pillar #1: Creativity

The use of the imagination or original ideas, particularly those that activate multiple types of learners.

Students will be encouraged to express themselves creatively throughout the program. Our activities are designed to accommodate multiple learning styles, and we ask students to challenge themselves to get outside their comfort zones. We remind the students that "mistakes" or "failures" are actually gigantic learning opportunities. We intentionally create environments where students can be silly, outside-of-the-box, and expressive. In fact, the success of our ensemble necessitates this behavior. We also remind students that creativity comes out of rigor, and we set clear expectations at the beginning of the program for attentiveness, work ethic, and focus.

Education Pillar #2: Empathy

The ability to understand and respect the world from someone else's perspective.

When students walk into our program, they have agreed to become part of an ensemble. By emphasizing the success of the ensemble as more important than the success of any one individual, we are asking students to think and work empathetically from the beginning. The decisions that students make (how much they are participating, if they are focused, if they are being respectful, etc.) will have a direct effect on the group as a whole. This inspires student to make choices in the interest of the group.

In the spring, as we focus on devising a theater piece, we will put empathy at the center of our work. Our group discussions and creative process will allow students to hear from students they may have never spoken with before. If one of the goals is to generate empathy from our school-wide audience, then our ensemble must first cultivate empathy within themselves. Students will be challenged to see other people's perspectives and to truly understand where they were coming from, whether they agree with their actions and viewpoints or not.

Education Pillar #3: Teamwork

The combined action of an ensemble, especially when effective and efficient.

From the most basic warm-up game to our showcases, all of our activities will require a spirit of teamwork. We will tackle exercises that demand teamwork in different ways; sometimes a game might require the group working together physically, and other times they may need to collaborate intellectually to solve a problem.

PARTNERING ORGANIZATION

Edgewood Creative Thinking through STEAM Magnet School

PROGRAM DESCRIPTION

Over the course of the 2019 – 2020 academic year, Long Wharf teaching artists will collaborate with Edgewood Creative Thinking through STEAM Magnet School and work with all K-8th grade students in an in-school arts integration and social and emotional theatre curriculum. This program will meet with 2-3 grade levels per marking period for 4-6 sessions.

Each grade level will explore an academic unit using theatre exercises to enhance understanding and engagement. Units could include:

Primary Academy

Grade K Weather, animal adaptations, bridges

Grade 1: light and sound, animal habitats, plants

Grade 2: Matter (liquids and solids), soil and the ever changing earth structure, animal and habitat diversity

Intermediate Academy

Grade 3: Magnetism, fossils, natural disasters

Grade 4: Biomes, Race to Space, Energy,

Grade 5: Hydroponics, gravity and space, matter,

Junior Academy

Grade 6: Ecosystems, watersheds, simple machines, weather

Grade 7 Conservation, ethical bio-genetics, matter, bio-technology

Grade 8 Waves and electromagnetics, history of the earth, force and motion, equity, fairness (social justice)

Secondarily students will work to develop ensemble through theater games, teambuilding activities, and exercises focused on improvisation, the students will learn to create theater together. They will learn to embrace the LWT Education pillars of CREATIVITY, EMPATHY, and TEAMWORK. Each unit will culminate in a 9AM showcase for students, teachers, and families of the grade levels involved to see the student's mastery of these concepts and introductory theatre techniques.

LWT/ Edgewood Creative Thinking through STEAM Magnet School

PROGRAM GOALS

- Create a strong, equitable ensemble where each student uses their unique strengths to contribute to the success of the group.
- Devise an original performance piece for an authentic audience.
- Develop skills through theater that can be taken back into the academic classroom.

To achieve these goals, Long Wharf will work with Edgewood Creative Thinking through STEAM Magnet School students to:

- Participate in a wide variety of games and exercises that address multiple learning styles (verbal, body/kinesthetic, interpersonal, intrapersonal, etc.)
- Engage in an active dialogue about the strengths and barriers of each individual student and the ensemble as a whole.
- Create an inclusive, positive, and energetic environment where all students feel inspired to participate fully.
- Emphasize that the skills learned in theater (creativity, collaboration, problem solving, etc.) can be applied to situations in the classroom or at home.
- Use the end-of-marking period showcases as inspiration and motivation for our work, noting that we have the potential to affect true social change and deep learning at Edgewood Creative Thinking through STEAM Magnet School.

PROGRAM STRUCTURE

September 2019- June 2020

- 2-3 Grades Per Marking Period
- 2 Classrooms per grade
- 4-6 sessions per classroom
- Culminating performances will take place at 9AM at the end of each marking period
- 8th Grade Students will take one trip to the theatre to see a live performance.
- Maximum # of participants per classroom = 27

PRICING QUOTE

Grades K- 8, with 2 classes each, meet 4 times

- Teaching time: 72 hours X \$100= \$7,200
- Prep time: 18 X \$100= \$1,800
- **TOTAL: \$9,000**

LWT/ Edgewood Creative Thinking through STEAM Magnet School



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

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

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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:

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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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Glynis King Harrell
Re: CREC - Soundbridge
Meeting Date:

Executive Summary/ Statement:

CREC will provide speech & language services to communicatively impaired students throughout the district.

Amount of Agreement and the Daily, Hourly or per Session Cost:

\$3,560.00, Agreement Amount; \$356.00, Daily Rate; \$, Hourly Rate.

Funding Source & Account #:

General Funds, Other Contractual Services, 190-490-56694

Key Questions:

- 1 Please describe how this service is **strategically aligned** with school or District goals:
Auditory Verbal Therapy (AVT is a specialty area of speech-language pathology. No one in NHPS currently holds this specialty endorsement. This intervention is required in order to support students with cochlear implants to reach their full potential and become effective communicators needed for success in academic, college and career.
- 2 What **specific need** will this contractor address?
Specially designed listening speaking language intervention (LSLS) is used to support cochlear implant students optimize their ability to speak and hear.
- 3 **Contractor selection:** quotes, RFP, or Sole Source?
This contractor holds the specialty credential needed in AVT & LSLS. There are very few providers in the state. The provision of this service prevents tuition out placements and allows the district to be compliant with least restrictive mandates.
- 4 What **specific skill set** does this contractor bring to the project?
Special training in AVT/LSLS.
- 5 Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?
Cost remains the same. Continuation of service at same rate.

- 6 **Evidence of Effectiveness:** How will the contractor's performance be evaluated?
Effectiveness will be monitored by Speech-Language Pathologist supervisor, teacher of deaf and student academic growth.
- 7 If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?
Not professional development
- 8 Why do you believe this agreement is **fiscally sound**?
This rate is below market value for a specially trained AVT specialist. A typical SLP can charge \$150.00 per hour without specialty credentials.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

By And Between

The New Haven Board of Education

AND

CREC - Soundbridge

FOR DEPARTMENT/PROGRAM:

Department of Student Services

This Agreement entered into on the 11th day of July, 2019, effective (*no sooner than the day after Board of Education Approval*), and the 29th day of August, 2019, by and between the New Haven Board of Education (herein referred to as the "Board" and, CREC Soundbridge located at, *123 Progress Drive, Wethersfield, CT 06109* (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$ 356.00 per day, hour or session, for a total of 10 days, hours or sessions.

The maximum amount the contractor shall be paid under this agreement: **Three Thousand Five Hundred & Sixty Dollars (\$3,560.00)**. 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 General Funds, Otrher Contractural Services Program of the New Haven Board of Education, **Account Number: 190-490-56694** Location Code: _____.

This agreement shall remain in effect from August 29, 2019 to June 30, 2020.

SCOPE OF SERVICE:

The general services to be performed by the Contractor shall consist of: (Must include services relating to classroom studies & district curriculum).

Audiological maintenance service for deaf students to include programming and verification of FM/DM systems, selection of appropriate equipment, consultation to teachers and parents, assess functional auditory access. Participation in PPT's, 504 meetings, classroom observations and report writing.

Technical support to include provision of loaner equipment, timely replacement of equipment, batteries, boots and microphones, and custom ear-molds.

The Contractor agrees to:

1. Reassign Medicaid payment for School Based Child Health Services to the State Department of Education;
2. Not bill Medicaid directly for services provided under the agreement; the Contractor understands that to do so would constitute double billing.
3. Provide documentation in a form and manner acceptable to the Board and which is in Compliance with the Department of Social Services regulations; and
4. Comply with the pertinent requirements of the Department of Social Services Performing Provider Agreement signed by the Board.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

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' 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

8/29/19

Date

Date

Sandra A. Cruz-Serrano
Deputy Executive Director

Contractor Printed Name & Title

Revised: 10/2/18

CONTRACTOR ASSESSMENT

Vendor Name Capitol Region Education Council, CREC

Project Description Auditory Verbal Therapy (AVT)

Evaluator Dr. Glynis King Harrell Date 6/7/2019

	Unacceptable			Excellent		Not applicable
	1	2	3	4	5	N/A
Quality of contractor's Work						
1. Attendance				X		
2. Effectiveness of instruction				X		
3. Ability to relate to parents and professionals during PPT's				X		
4. Monitor and maintain audiological equipment				X		
5. Recommend appropriate audiological devices and/or services				X		
Working relationship of contractors with district						
6. Timely submission of department data				X		
7. Accuracy of invoices				X		
8. Collegial, collaborative relations				X		
Implementation of practice across the district						
9. Flexibility in scheduling				X		
10. Team work with teacher and other professionals				X		



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

STUDENT DATA PRIVACY AGREEMENT SPECIAL TERMS AND CONDITIONS

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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



New Haven School Change
NEW HAVEN CT

Memorandum

To: NHPS Finance and Operations Committee
From: Wexler-Grant Community School
Re: Elm Village
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Elm Village. Based on the conversations with Wexler-Grant's Principal; Elm Village will partner with your school to provide mindfulness training to youth struggling with trauma, using the modalities of creative arts, movement, self-development, and meditation. By teaching mindfulness, Elm Village hopes to promote mental health and well-being while improving academic performance, attendance, and community engagement.

At the heart of our work is an understanding that students often act out due to unprocessed trauma. Elm Village will use a variety of mindful modalities to give students tools to alleviate this trauma. They also recognize that there are cultural factors such as race, sexual orientation, and class that are contributing factors to this trauma. Further, they recognize that, though schools have the best of intentions, without appropriate awareness and training, they can not only have difficulty working with this trauma, but can, in fact, worsen trauma. Thus, they not only offer tools to students to work with trauma, they also help equip teachers, administration, and staff tools to help alleviate their students' trauma *and* to make sure that they are not contributing to that trauma.

Programs

Mindful Institutional Development

Mindful Institutional Development is a flexible time for facilitators to work one on one with students, staff, and teachers. Facilitators can work with students, offering mentorship, and navigating some of the more sensitive, trauma-related issues that arise during course time. Teachers often do not have the time to deal with the trauma sensitive issues that arise during class time. We can work with teachers to offer consultation on how to deal with students who they have trouble connecting with. We can also use this time to offer staff training or support as requested.

Mindfulness and Real Talk

The purpose of this course is to develop mindful communication. We encourage students to bring topics of conversation, such as "having a loved one incarcerated" or "letting people down." Each class begins and ends with a brief meditation exercise. These mindfulness exercises extend into our conversations. One of the most powerful aspects of this course is that it is co-led by



New Haven School Change

formerly incarcerated men and women. Their perspective and honesty engages the students, and offers a model of relatable people engaging in meditation.

Mindful Crisis Intervention

This intervention centers on those who have experienced critical incidents, teaching mindfulness practices to help them process the event and reduce long-term impact. Through these practices, those involved are able to take ownership of their own experience and are better able to cope. In turn, they are also capable of increased empathy towards others who have experienced or are experiencing crisis.

Mindful Mentorship

Mindfulness and Mentorship focuses on working with students to create those crucial, one-on-one, positive adult relationships. Based on these relationships we are able to create stress reduction tools, personal goals, and academic goals that are tailor made to the particular needs and aptitudes of students. At Wexler-Grant, this will be the majority of the work that we do: creating and maintaining these individual relationships, specialized coping strategies, and academic plans.

Staff Development

Staff trainings for Elm Village facilitators are geared to support, educate, and empower Elm Village's staff to be proficient at preventing negative trauma responsive through mindfulness for the students and school staff we cater to. The trainings are focused around these key topics: Mindfulness Practices/Exercises, Professional Development, Personal Development, and Anti-Racist/ Anti- Bias workshops.

Administrative Fees

Administrative duties here at Elm Village include compiling weekly reports from staff and monthly reports from school administration. Meeting with potential funders and schools is one of our top priorities. Ordering and delivering supplies to better assist staff with their courses. As you see our administrative fees are competitive with any non-profit.

Proposal

One Facilitator 7.5 hours/day for 180 days

In this proposal, we will bring in one key facilitator to train students and staff in mindfulness practices. They will offer students an ongoing course, individualized strategies of dealing with Trauma, Crisis Interventions, and one-on-one mentorship. They will also work with staff to help them identify and deal with the trauma responses of students. We will also offer our facilitator 10 hours of on-going Staff Development to ensure that their understanding of trauma-informed mindfulness trainings is up to date.



New Haven School Change
N H A V N S C H

Line Item	Amount
Mindfulness and Real Talk—One Facilitator Leading Two Classes per week. 80 Hours at \$27.50/Hour	\$2,200.00
Mindfulness and Crisis Intervention 120 Hours at \$27.50/Hour	\$3,300.00
Mindful Institutional Development 160 Hours at \$27.50/Hour	\$4,400.00
Mindful Mentorship 990 Hours at \$27.50/Hour	\$27,225.00
Staff Development 20 Hours at \$27.50/Hour	\$550.00
Elm Village Administration Costs	\$1,085.00
Subtotal	\$38,760.00
Trauma Coalition Payment	-\$30,000.00
Total	\$8,760.00

Funding Source: Commissioner’s Network Grant Account Number: 2547-6293-56697-0032

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This service is strategically aligned to our school-wide goals to improve academic instructions and behavior support. Elm Village will partner with your school to provide mindfulness training to youth struggling with trauma, using the modalities of creative arts, movement, self-development, and meditation. By teaching mindfulness, Elm Village hopes to promote mental health and well-being while improving academic performance, attendance, and community engagement.

2. What **specific need** will this contractor address?

During the 2019-2020 School year, the heart of Elm Village work is an understanding that students often act out due to unprocessed trauma. Elm Village will use a variety of mindful modalities to give students tools to alleviate this trauma. They also recognize that there are cultural factors such as race, sexual orientation, and class that are contributing factors to this trauma. Further, they recognize that, though schools have the best of intentions, without appropriate awareness and training, they can not only have difficulty working with this trauma, but can, in fact, worsen trauma. Thus, they not only offer tools to students to work



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

with trauma, they also help equip teachers, administration, and staff tools to help alleviate their students' trauma *and* to make sure that they are not contributing to that trauma.

3. **Contractor selection:** quotes, RFP, or Sole Source? Quote
4. What **specific skill set** does this contractor bring to the project? See attached resume.
5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost? New Service.
6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of previous evaluations or archival data demonstrating effectiveness: Elm Village will be using verified pre/post surveys which are attached.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? No.
8. Why do you believe this agreement is **fiscally sound**?
This service is strategically aligned to our school-wide goals to improve academic instructions and behavior support. Elm Village will partner with your school to provide mindfulness training to youth struggling with trauma, using the modalities of creative arts, movement, self-development, and meditation. By teaching mindfulness, Elm Village hopes to promote mental health and well-being while improving academic performance, attendance, and community engagement.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Elm Village

FOR DEPARTMENT/PROGRAM:

[Wexler-Grant Community School]

This Agreement entered into on the 7th day of October, 2019 effective (no sooner than the day after Board of Education Approval), the 7th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Elm Village located at Elm Village Inc. 50 Winnett St. Hamden, CT 06517 (herein referred to as the “Contractor”).

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

Elm Village will provide mindfulness training to youth struggling with trauma, using the modalities of creative arts, movement, self-development, and meditation. By teaching mindfulness, we hope to promote mental health and well-being while improving academic performance, attendance, and community engagement.

At the heart of our work is an understanding that students often act out due to unprocessed trauma. Elm Village will use a variety of mindful modalities to give students tools to alleviate this trauma. They also recognize that there are cultural factors such as race, sexual orientation, and class that are contributing factors to this trauma. Further, they recognize that, though schools have the best of intentions, without appropriate awareness and training, they can not only have difficulty working with this trauma, but can, in fact, worsen trauma. Thus, they not only offer tools to students to work with trauma, they also help equip teachers, administration, and staff tools to help alleviate their students’ trauma *and* to make sure that they are not contributing to that trauma.

Programs

Mindful Institutional Development

Mindful Institutional Development is a flexible time for facilitators to work one on one with students, staff, and teachers. Facilitators can work with students, offering mentorship, and

Proposal

One Facilitator 7.5 hours/day for 180 days

In this proposal, we will bring in one key facilitator to train students and staff in mindfulness practices. They will offer students an ongoing course, individualized strategies of dealing with Trauma, Crisis Interventions, and one-on-one mentorship. They will also work with staff to help them identify and deal with the trauma responses of students. We will also offer our facilitator 10 hours of on-going Staff Development to ensure that their understanding of trauma-informed mindfulness trainings is up to date.

<u>Line Item</u>	<u>Amount</u>
Mindfulness and Real Talk—One Facilitator Leading Two Classes per week. 80 Hours at \$27.50/Hour	\$2,200.00
Mindfulness and Crisis Intervention 120 Hours at \$27.50/Hour	\$3,300.00
Mindful Institutional Development 160 Hours at \$27.50/Hour	\$4,400.00
Mindful Mentorship 990 Hours at \$27.50/Hour	\$27,225.00
Staff Development 20 Hours at \$27.50/Hour	\$550.00
Elm Village Administration Costs	\$1,085.00
Subtotal	\$38,760.00
Trauma Coalition Payment	-\$30,000.00
Total	\$8,760.00

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$8,760** for one key facilitator to train students and staff in mindfulness practices. They will offer students an ongoing course, individualized strategies of dealing with Trauma, Crisis Interventions, and one-on-one mentorship for the **period of October 7, 2019 through June 22, 2020**. The maximum amount the contractor shall be paid under this agreement: Ten-thousand four hundred dollars (\$8,760). 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 **Commissioner’s Network** of the New Haven Board of Education, **Account Number: 2547-6293-56694-0032**
This agreement shall remain in effect from October 7th, 2019 to June 22nd, 2020.

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' 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

September 17th, 2019

Date

Date

Cormac Levenson, Executive Director, Elm Village Inc.

Contractor Printed Name & Title

Revised: 11/18

ELM VILLAGE

MINDFULNESS + EDUCATION FOR EVERYONE

Wexler-Grant Community School 2019-2020 School Year Proposals

About Elm Village

The core mission of Elm Village is to provide mindfulness training to youth struggling with trauma, using the modalities of creative arts, movement, self development, and meditation. By teaching mindfulness, we hope to promote mental health and well-being while improving academic performance, attendance, and community engagement. We have worked with three K-8 schools in the Greater New Haven area: Martinez School, Wexler-Grant School, and Truman School; we have worked with two alternative high schools: Riverside Academy and New Horizons School; we have facilitated at one middle school and one elementary school: Hamden Middle School and Church Street School, respectively.

At the heart of our work is an understanding that students often act out due to unprocessed trauma. We use a variety of mindful modalities to give students tools to alleviate this trauma. We also recognize that there are cultural factors such as race, sexual orientation, and class that are contributing factors to this trauma. Further, we recognize that, though schools have the best of intentions, without appropriate awareness and training, they can not only have difficulty working with this trauma, but can, in fact, worsen trauma. Thus, we not only offer tools to students to work with trauma, we also help equip teachers, administration, and staff tools to help alleviate their students' trauma *and* to make sure that they are not contributing to that trauma.

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Mindful Institutional Development is a flexible time for facilitators to work one on one with students, staff, and teachers. Facilitators can work with students, offering mentorship, and navigating some of the more sensitive, trauma-related issues that arise during course time. Teachers often do not have the time to deal with the trauma sensitive issues that arise during

class time. We can work with teachers to offer consultation on how to deal with students who they have trouble connecting with. We can also use this time to offer staff training or support as requested.

Mindfulness and Real Talk

The purpose of this course is to develop mindful communication. We encourage students to bring topics of conversation, such as “having a loved one incarcerated” or “letting people down.” Each class begins and ends with a brief meditation exercise. These mindfulness exercises extend into our conversations. One of the most powerful aspects of this course is that it is co-led by formerly incarcerated men and women. Their perspective and honesty engages the students, and offers a model of relatable people engaging in meditation.

Mindful Crisis Intervention

This intervention centers on those who have experienced critical incidents, teaching mindfulness practices to help them process the event and reduce long-term impact. Through these practices, those involved are able to take ownership of their own experience and are better able to cope. In turn, they are also capable of increased empathy towards others who have experienced or are experiencing crisis.

Mindful Mentorship

Mindfulness and Mentorship focuses on working with students to create those crucial, one-on-one, positive adult relationships. Based on these relationships we are able to create stress reduction tools, personal goals, and academic goals that are tailor made to the particular needs and aptitudes of students. At Wexler-Grant, this will be the majority of the work that we do: creating and maintaining these individual relationships, specialized coping strategies, and academic plans.

Staff Development

Staff trainings for Elm Village facilitators are geared to support, educate, and empower Elm Village’s staff to be proficient at preventing negative trauma responsive through mindfulness for the students and school staff we cater to. The trainings are focused around these key topics: Mindfulness Practices/Exercises, Professional Development, Personal Development, and Anti-Racist/ Anti- Bias workshops.

Administrative Fees

Administrative duties here at Elm Village include compiling weekly reports from staff and monthly reports from school administration. Meeting with potential funders and schools is one of our top priorities. Ordering and delivering supplies to better assist staff with their courses. As you see our administrative fees are competitive with any non-profit.

Proposal

One Facilitator 7.5 hours/day for 180 days

In this proposal, we will bring in one key facilitator to train students and staff in mindfulness practices. They will offer students an ongoing course, individualized strategies of dealing with Trauma, Crisis Interventions, and one-on-one mentorship. They will also work with staff to help them identify and deal with the trauma responses of students. We will also offer our facilitator 10 hours of on-going Staff Development to ensure that their understanding of trauma-informed mindfulness trainings are up to date.

Line Item	Amount
Mindfulness and Real Talk—One Facilitator Leading Two Classes per week. 80 Hours at \$27.50/Hour	\$2,200.00
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Mindful Mentorship 990 Hours at \$27.50/Hour	\$27,225.00
Staff Development 20 Hours at \$27.50/Hour	\$550.00
Elm Village Administration Costs	\$1,085.00
Subtotal	\$38,760.00
Trauma Coalition Payment	-\$30,000.00
Total	\$8,760.00

ELM VILLAGE

MINDFULNESS + EDUCATION FOR EVERYONE

1. Business address

Elm Village Inc.
50 Winnett St.
Hamden, CT 06517

2. Fax number:

N/A

3. Tax ID number

82-0859607

4. W-9 completed

Please See Attached.

5. Resume of Executive Director, Cormac Levenson.

Please See Attached.

6. Evidence of Effectiveness

We will be using verified pre/post surveys which are attached.

Elm Village

School Name:

Questions	Scale				
1. I want to come to school.	YES!	yes	I don't know	no	NO!
2. I can focus in school.	YES!	yes	I don't know	no	NO!
3. It is easy for me to fall asleep when it's time for bed.	YES!	yes	I don't know	no	NO!
4. I feel comfortable in my body	YES!	yes	I don't know	no	NO!
5. I feel calm.	YES!	yes	I don't know	no	NO!
6. I feel good about myself.	YES!	yes	I don't know	no	NO!
7. It's easy for me to wake up in the morning for school.	YES!	yes	I don't know	no	NO!
8. I feel able to develop healthy relationships.	YES!	yes	I don't know	no	NO!
9. I have a good relationship with teachers.	YES!	yes	I don't know	no	NO!
10. I am kind and compassionate.	YES!	yes	I don't know	no	NO!
11. I complete my schoolwork on time.	YES!	yes	I don't know	no	NO!
12. I can bounce back from challenging situations.	YES!	yes	I don't know	no	NO!

**In your own words:
What did you learn in this course?**

Describe your relationship with your facilitator(s).

What part(s) of the course had the biggest impact in you?

If you could change something about the course, what would it be?



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.

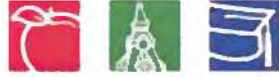
1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to 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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Sandy Kaliszewski
Date: October 16, 2019
Re: Elm Shakespeare Co Agreement

Executive Summary/ Statement: Approval is requested for an Agreement by and between the New Haven Board of Education and Elm Shakespeare Co to write and direct an adapted Shakespeare play for students in grades 4 through 8.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$4000 - \$100 per day

Funding Source & Account #: 270-433-0019-56697

Key Questions:

- 2. How does this project align to the District Continuous Improvement Plan?** This program is part of our afterschool programming. Quality afterschool programming has been identified in our School Improvement Plan.
- 3. How was the contractor selected? Quotes? RFP? Sole Source designation?** Continuation of service
- 4. What specific skill set does this contractor bring to the project?** Attached copy of the contractor's resume.
- 5. Is this a new or continuation service? If this is a continuation service, please attach an evaluation of the contractor from the previous year.** This is a continuation of service. Elm Shakespeare was the contractor for the 18-19 Shakespeare after school program. Costs have not increased. There is no alternative contractor in New Haven.

Evidence of Effectiveness: How will the contractor's performance be evaluated? How frequently will you meet with the contractor to monitor their progress? Elm Shakespeare directed and produced the 18-19 Mauro Sheridan Shakespeare Program "Hamlet". This production was successfully presented for the school, parents and public on June 4, 5. During the course of the program, the students achieved many gains in public speaking, communication, stage presence, responsibility, cooperation.

6. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?**
7. **Why do you believe this agreement is fiscally sound?** This program provides the school with expert skills that can only be attained through a collaborative partnership. Elm Shakespeare has provided our program with extensive services not addressed in our Agreement for the betterment of the program.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Elm Shakespeare Co.

FOR DEPARTMENT/PROGRAM:

Mauro-Sheridan Interdistrict Magnet School

This Agreement entered into on the 19th day of September, 2019 effective (*no sooner than the day after Board of Education Approval*), the 16th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board” and, Elm Shakespeare Co. located at, PO Box 206029 New Haven CT, 06520 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$100 per day, for a total maximum of 40 days.

The maximum amount the contractor shall be paid under this agreement: (\$4000). 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 Interdistrict Magnet **Program** of the New Haven Board of Education, **Account Number:** 270-433-0019-56697

This agreement shall remain in effect from October 16, 2019 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.* Artist-in-Residence program for students throughout the 2019-20 school year. Program Overview Elm Shakespeare Company teaching artists will work with students between one and two hours afterschool each week, culminating in a production of a play by William Shakespeare to be performed for friends and family at the end of the school year. Schedule Forty Rehearsal/Workshop Sessions (60-120 minutes in duration) occurring once a week between October 16, 2019 and June 30, 2020. Space needs The residency would need the following space for rehearsal/performance: • One very large empty room (such as cafeteria or gymnasium) in which all students can attend a master class and have room to move and lay down • A stage/auditorium or large open room (could be cafeteria) that can have a 20'x20' playing space with seating for 200 • Ability to leave supplies and teaching materials in a secure location on site Materials and Supplies Elm Shakespeare

Company will provide curriculum, scripts and all support/production materials, working with coordinator Jodi Schneider. Enrollment Mauro Sheridan School will take responsibility for all enrollments, and provide a roster of names, parent phone/email, gender and birthdates of all participants. ESC will then create check in/check out forms, as well as contacting participant parents with behavior agreements and emergency contact information.,. Supervision & Safety ESC and Mauro Sheridan coordinator, Jodi Schneider, will assume joint responsibility for supervision of the students during the residency period. The assigned Program Manager will make an appointment to tour the facilities prior to the start of the program, at which time s/he will be happy to learn about any specific emergency or safety procedures, the location of cleaning supplies, garbage disposal, etc. Marketing and Publicity Mauro Sheridan will take responsibility for all publicity, press and marketing efforts, and agrees to use the Elm Shakespeare Education logo whenever possible and to credit the program as provided by Elm Shakespeare Education.

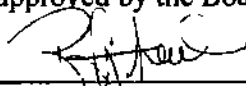
Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

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' 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

09/18/2019

Date

Date

Rebecca Goodheart, Producing Artistic Director for Elm Shakespeare Co.
Contractor Printed Name & Title
Revised: 10/2/18



Proposal for After School Program Mauro Sheridan Interdistrict Middle School

A description of the organization and relevant experience conducting similar services.

Founded in 1995, the Elm Shakespeare Company is a professional, multicultural, nonprofit theatre company committed to providing all of the greater New Haven community with the highest calibre performances of and education programs grounded in Shakespeare's plays. In its 24 year history, Elm Shakespeare Company has given the gift of FREE professional Shakespeare to over half a



million people in Edgerton Park, and inspired thousands of students throughout the city and beyond with its innovative, performance-based education programs. The company is dedicated to igniting a spark in our shared humanity, and enriching the lives of New Haven citizens no matter their economic status, race, sexual orientation, gender or cultural heritage by bringing world-class artists together with a wide cross-section of the community to explore the timeless stories and poetry of Shakespeare as he was intended – through performance. Beyond performing for the

community, Elm Shakespeare Company works with the community to bring these universal stories to life, giving individuals the opportunity to find their voice and be heard in ways that change our community for the better.

Education is at the heart of Elm Shakespeare Company's mission and the company has become known for its outstanding educational outreach working with some of the most respected community organizations in New Haven including: LEAP, BOOST, Common Ground High School, Hopkins School, Hamden Hall Country Day School, St. Thomas's School, Achievement First Greenfield Schools, ConnCat, Housing Authority of New Haven, and more. ESC teaching artists have provided Shakespeare oriented afterschool programming to Mauro Sheridan Middle School for over 6 years. ESC is now building the depth and scope of its always successful education programs thanks to the appointment of an internationally respected expert in Shakespeare Education as the new Producing Director, Rebecca Goodheart. The program in this proposal is modeled on San Francisco Shakespeare Festival's successful Midnight Shakespeare, a gang prevention program with a 15-year success that Ms. Goodheart ran from 2010-2014.



Relevant professional resume or curriculum vitae of personnel assigned to this project.

See Resume's attached at end of document for:
Rebecca Goodheart – Program Manager
Sarah Bowles – Lead Teaching Artist

A brief description of the consultant's approach to the work.



Addressing the need for healthy and safe educational activities for urban youth during after-school and evening hours, this program is an extra-curricular arts enrichment program designed specifically for these students. Participants learn critical thinking, public speaking, self-confidence, cooperation, academic discipline, and theatrical skills within the context of producing a shortened version of one of Shakespeare's plays. To succeed, the program creates an atmosphere of fun, ensemble and trust which honors and develops the

individual voice of each student, but calls for a rigorous commitment to the group. The program looks not to 'teach kids about classical theater,' but to use the plays and language of Shakespeare to explore every day issues and give the students a chance to explore bigger themes important in our world today, such as the cost of violence, revenge, political and media spin, and the corruption of power.

The structure of the program provides academic support with time for homework completion and general mentoring, then focuses on learning through doing. Students become their own renaissance theater troupe creating a 60-minute performance of a Shakespeare play, making decisions about how best to tell the story through costume, props, music and movement, as well as generating and distributing publicity for their performance. Finally, they will perform the play for classmates, friends and family, while hosting a 'talk-back' to explore the themes they see as relevant to their community.



Professional performers in their own right, Elm Shakespeare teaching artists will lead these teens on the journey, opening conversation and guiding artistic choices for success, while providing rigorous theatrical training that includes voice, movement, acting, stage combat, clown and more. However, at the end of the day it is the student's performance... giving voice to the story (using Shakespeare's language) in a way that empowers them.

The names and contact information of 3 professional references

Marc Michaelson

Regional Superintendent & Expedition Director for Achievement First Schools

marcmichaelson@achievementfirst.org

(203) 668-4838

Joel Tolmann

Lead Partner in 8 Year Shakespeare Residency Program

Common Ground High School

jtolman@commongroundct.org

(203) 389-4333

Charlie Alexander

Dean of Students/ Theater Teacher

Hamden Hall Country Day School

Cbajr25@gmail.com

(203) 464-5399



Pictures from Past Sheridan Shakespeare productions

Mauro-Sheridan Takes On The Dark Prince

by BRIAN SLATTERY | Jun 3, 2019 11:57 am

Commenting has been closed | [E-mail the Author](#)

Posted to: [Arts & Culture](#), [Theater](#), [Schools](#), [Westville](#)



BRIAN SLATTERY PHOTOS

Luna Candelario, Luciana Campoverde, and Charles Jeffery.

On the stage Saturday afternoon at [Mauro-Sheridan Interdistrict Magnet School](#) — in preparation for the school's performance of *Hamlet* on Tuesday, June 4, at 6 p.m. — Luna Candelario, as Hamlet, was getting some advice from co-directors Sarah Bowles and Michael Hinton on the best way to stab a man behind a curtain.

There were questions about how to draw the sword. How to approach the curtain. How to slide the blade through and (seemingly) into Charles Jeffery as Polonius. And then, once Jeffery had slumped to the floor, how to not actually hurt him as Candelario completed the rest of her scene. Finally, in a decision that every production of *Hamlet* faces, there was the question of how to get the body offstage and out of sight.

Jeffery, Hinton said, had to be dragged quickly and completely backstage and out of sight of the audience. “I don’t want to see a corpse walk across here,” Hinton said, referring to a small gap in the scenery where actors made their entrances and exits.

Saturday marked one of the final rehearsals for *Hamlet* at Mauro-Sheridan, and those were kinds of minute details everyone was down to. After all, the big stuff was already in place. The actors had their lines, and were fine-tuning their performances. The blocking was set, the scenery in place, the costumes sorted and ready to go. Even the choreographed fight scene toward the end was a deadly dance, each character knowing who they were fighting and why.



Candelario, Kallen Poole, Martin Duff, Zyana Campbell, and Jason Calogine.

Mauro-Sheridan’s production of *Hamlet* also has an innovation. In this performance, the title character is played by five different actors: in addition to Candelario, Kallen Poole, Martin Duff, Zyana Campbell, and Jason Calogine. The move was in part born of necessity.

“It’s a lot easier,” Poole said. “Originally Hamlet has over 300 lines.”

Hinton agreed. “It’s too much for a lot of professional actors,” he said.

But the decision also represented an opportunity, and not only for five different actors to have a shot at playing Hamlet, as Bowles pointed out. It gave the actors a chance to collectively embody Hamlet's famous indecision.

"Each one of us is a part of his brain," Poole said. Calogine explained that the five actors were constantly talking about their role backstage, figuring out how to further nuance their performances as one or the other of them had ideas for how to dig deeper into the role.

They also strategically began shading their own performances by leaning into their own personalities, playing to their personal strengths to make Hamlet calm and collected in one moment and obviously angry the next, as he plotted his revenge against Claudius, King of Denmark for killing his father and marrying his mother to take the throne.

"This was the first time I got to experience rage," Candelario said.

The Mauro-Sheridan Shakespeare Players [are now in their 10th year of production \(see an article on last year's production\)](#), and Jodi Schneider, the program's producer and coordinator, said that "this is the most challenging of all the plays we've ever done."

This is in part because the production is the program's biggest yet, involving 27 students as actors, in a time when, as Bowles pointed out, extracurricular activities are seeing their budgets cut. Once again, students from the Hopkins School, guided by teacher Michael Calderone, created sets and props. The costumes come from Elm Shakespeare — as do Bowles and Hinton, who work in the theater company's education wing.

But the challenges also lie in the material itself: *Hamlet* is "only probably the most perfect work in Western art ever," Hinton deadpanned.

"And yet they relate," Bowles said of the actors in the show. Often older actors take on the role of Hamlet, seeing it as a pinnacle of a long career. But the character of Hamlet is actually a younger man of about 30. "The sense of right and wrong is so strong" in the play, Bowles said. And there is the fact of Hamlet's indecision. "The fact that we have five Hamlets lends itself to dramatizing that," Bowles said.

The question of the play isn't just to be or not to be. It's "more about 'what can I do?'" Hinton said. "And each of them gets to ask."



So in addition to Candelaria's fiery take, there was Campbell's more collected angle to the role.



And then there was Duff's determined Hamlet, even squaring off against James McAchern's defiant Laertes. Keldan Aronsen got the arrogance and defensiveness in his Claudius. Luciana Campoverde captured Gertrude's paralysis and, in time, piteousness.



The gravediggers — Perla Gutierrez, Stephen Julian, Yadiel Ortiz, Marquez Savage, and Isabella Violante — found the humor their scene needed, before Hamlet’s famous soliloquy with the skull of departed jester Yorick.



And Genesis Guillen haunted as the doomed Ophelia.

That the production came together as it did is a testament to the way Mauro-Sheridan's Shakespeare program has grown over the years. Younger students watch the older students perform, and want to be a part of it. "The school has done Shakespeare for 10 years," Bowles said. "It's part of the culture."



After the rehearsal, Bowles and Hinton handed out notes. They had directions. Some lines should be delivered at greater volume. Others with maybe a little more passion. Still other performances maybe should be dialed back a bit. A couple scene transitions could be tighter. But all in all, as Bowles said of the run-through, “that was lit.”

Hinton agreed that it was “solid.” “We know that we can do it.” he said. But had one more note to add for Candelaria.

“Don’t smile when you murder Polonius,” he said. The company laughed.

Hamlet will be performed at Mauro-Sheridan Interdistrict Magnet School, 191 Fountain St., at 6 p.m.



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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Bishop Woods Architecture and Design Magnet School
Date: 9/5/19
Re: New Haven Ecology Project/ Common Ground
Proposed Meeting Date: 9/16/19

Executive Summary/ Statement:

Approval is requested for an Agreement by and between the New Haven Board of Education and the Schoolyards Program of Common Ground for support in the design, installation, and curricular implementation of an outdoor makerspace. Professional and technical support will be provided to realize the full potential of teaching outside in deepening the academic and emotional learning of the students of Bishop Woods.

Amount of Agreement and the Daily, Hourly or per Session Cost:

\$12,000.00 - Session 1, \$5,685.00 and Session 2, \$6,315.00

Funding Source & Account #: 16-19 Magnet Bishop Woods C/O, Acct #: 2517-6234-56694-0043

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals:

This contract supports the school goals of STEM integration and Design Thinking as well as introducing and supporting project based learning through hands-on, minds-on collaborative projects and outdoor learning experiences. District goals are supported through the development of 21st century competencies including problem solving, critical thinking, and collaboration while developing the habits of mind to be ready for high school and beyond.

2. What specific need will this contractor address?

This contract will support the Design Team in the development and the implementation of the outdoor makerspace while providing professional learning and curricular integration through inquiry and project based learning.

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe:

Sole Source

4. What **specific skill set** does this contractor bring to the project?

This contractor has worked with New Haven Public School students in the past in both in school and on-site workshops with the purpose to deepen the effectiveness of outdoor learning in schools.

5. Is this a new or continuation service?

Continuation service.

6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?**

Performance will be evaluated by teacher and student feedback as well as program review by the schoolwide STEM Committee and district magnet office. Workshops and makerspace effectiveness including levels of staff and student engagement will be monitored through surveys and a developed peer review process.

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?

The Schoolyards Program of Common Ground can support the integration of outdoor learning through the development of the outdoor makerspace, which is a unique feature specific to the Bishop Woods theme of architecture and design. This professional development focuses on hands-on, outdoor, inquiry based experiences for which Common Ground has the expertise to train and support the Bishop Woods staff.

8. Why do you believe this agreement is **fiscally sound**?

This agreement is fiscally sound because it meets the needs of the magnet grant requirements while providing a comprehensive service to the students of Bishop Woods.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
New Haven Ecology Project/Common Ground

FOR DEPARTMENT/PROGRAM:
Bishop Woods Architecture & Design Magnet School

This Agreement entered into on the 27th day of August, 2019, effective (*no sooner than the day after Board of Education Approval*), the 24th day of September, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, the New Haven Ecology Project/Common Ground located at 358 Springside Avenue, New Haven, CT 06515 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$5,685.00/Session 1: Fall 2019 and \$6,315.00/Session 2: Spring 2020**

The maximum amount the contractor shall be paid under this agreement: **Twelve thousand dollars (\$12,000.00)**. 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 **16-19 Magnet Bishop Woods C/O Program** of the New Haven Board of Education, **Account Number: 2517-6234-56694 Location Code: 0043**

This agreement shall remain in effect from September 24, 2019 to June 26, 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).*

Utilizing the knowledge and resources of Common Ground, makerspace design and development, professional learning, and technical support will be provided to help Bishop Woods realize the full potential of teaching outside to deepening the academic and emotional learning in all students grades K-8. As part of the makerspace development, students will play an integral role in the design process and will incorporate the entire school community in understanding concepts of spatial equity, urban planning and design, and environmental concepts of nature and design. In addition, the Schoolyards Program will conduct professional learning workshops for teachers, support the design and installation of the outdoor space, and will support the curricular integration of outdoor and leaning and the inquiry process to meet the needs of the federal magnet grant.

Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all cost for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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 negligent 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 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
New Haven Ecology Project/Common Ground
Monica Filppu/ Executive Director

President
New Haven Board of Education

9/9/19

Date

Date

Revised: 10/2/18

*Proposal for 2019-2020 Contract
For Bishop Woods Architecture & Design Magnet School
Delivered by The CT Schoolyards Program of Common Ground*

Who We Are

The CT Schoolyards Program of Common Ground supports the creation and effective use of outdoor classrooms in schools. We believe that by using our knowledge and resources to provide professional and technical support, we can help schools realize the full potential of teaching outside in **deepening the academic and emotional learning of their students**. Our team is comprised of two full time staff members and several part-time educators, all with extensive experience in the field.

Goals of the contract

Essential Question: How do we use design to better our world?

- **Design Team Support:** support the Bishop Woods team (“the design team”) in the continued design and implementation of several onsite outdoor Makerspace areas - specifically a Music Wall, Life Underground Mural, and expansion of the existent Makerspace - that will serve students in grades K-8 as a space for imaginative play, innovation and as a venue for students to explore how loose materials come together through design to serve a purpose.
- **Building Capacity:** Facilitate consecutive cohorts of teachers in grades K-8 in the integration of outdoor learning into their curriculum using the schoolyard and surrounding natural spaces through collaborative workshops, with a focus on the unique socio-emotional development techniques possible in outdoor learning settings. Each cohort will plan and implement outdoor lessons for each unit, with the potential to collaborate across grade levels/content areas on a larger, hands-on outdoor project with students.
- **Co-Planning & Co-Teaching:** Support teachers in grade K-8 in facilitating the use of the outdoor spaces to meet curricular goals and encourage student exploration through collaborative workshops and joint planning and teaching of classes in outdoor spaces.

Timeline of contract

Fall 2019

what	when	Goals met	Hours and cost
Design team	Monthly	CT Schoolyards staff will lead the	\$450



The Schoolyards Program is a Community Program of Common Ground High School, Urban Farm & Environmental Education Center
158 Springdale Ave, New Haven, CT 06515 www.commongroundct.org
Contact: Suzannah Hoesenbeck, Schoolyards Program Manager, 203-389-0823 x 1200

*Proposal for 2019-2020 Contract
For Bishop Woods Architecture & Design Magnet School
Delivered by The CT Schoolyards Program of Common Ground*

meetings	Sept - Dec	Bishop Woods team through the continued development of onsite outdoor classroom spaces.	
Small Cohort PD Work	Oct-Dec	Collaborate three consecutive cohorts of teachers to plan and implement lessons in the schoolyard aligned with each of 4 units.	\$2,505
"Living Underground" Mural for Schoolyard Habitat	Oct-Dec	Under the guidance of an expert artist, students will paint a life size mural of the "life underground" on the wall below the Schoolyard Habitat	\$1,000
Fall Outdoor Day and Outdoor Learning Project	Nov/Dec	CT Schoolyards staff will facilitate students and teachers in implementing a cross-grade/content level learning project in the schoolyard. Includes materials costs.	\$1,730
Fall total cost			= \$5,685

Spring 2020

what	when	Goals met	Hours and cost
Design team meetings (4)	Monthly Jan-April	Schoolyards staff will lead the team through completing the design and organizing the construction of the Makerspace	\$450
Spring Outdoor Day and Culminating Outdoor Learning Project	June	CT Schoolyards staff will lead all students in grades through 1 Outdoor Days and will facilitate students and teachers in implementing a cross-grade/content level learning project in the schoolyard.	\$1080



*Proposal for 2019-2020 Contract
 For Bishop Woods Architecture & Design Magnet School
 Delivered by The CT Schoolyards Program of Common Ground*

GJC crew support for workdays	April and May	Common Ground High School student work crew will support the installation and initial maintenance of the Makerspaces	\$780
Continued Small Cohort PD work	January-June	Collaborate three consecutive cohorts of teachers to plan and implement lessons in the schoolyard aligned with each of 4 units.	\$2,505
Makerspace materials			\$1,500
Winter/Spring total cost			=6,315

Total Cost	\$12,000
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The Schoolyards Program is a Community Program of Common Ground High School, Urban Farm & Environmental Education Center
 358 Springside Ave, New Haven, CT 06515 www.commongroundct.org
 Contact: Susannah H. Benbeck, Schoolyards Program Manager, 203-389-0823 x. 1209



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

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Buck Institute for Education

FOR DEPARTMENT/PROGRAM:

Clinton Avenue School

This Agreement entered into on the 5th day of November, 2019 effective (no sooner than the day after Board of Education Approval), the 5th day of November 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and The Buck Institute for Education located at 3 Hamilton Landing, Suite 220, Novato, CA 94949 (herein referred to as the “Contractor”).

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

In order to continue to build capacity among staff and provide support/guidance in implementing project-based/inquiry-based learning with focus and fidelity we will continue to work with the Buck Institute for Education through focused sustained support visits during the 2019-2020 school year.

This plan is designed to continue to improve student achievement and guide our students as they acquire 21st century skills necessary to be successful in post-secondary education and careers. Clinton Avenue School’s teachers, who will continue be trained in and implement Project Based Learning (PBL) methods, will devote more class time to teaching 21st century skills; our students will perform better on standardized tests than students engaged in traditional instruction. PBL will continue to foster collaboration among colleagues, and provide opportunities to build relationships with students and their families. Additionally, the PBL model will continue to accommodate our diverse learners by introducing a wider range of learning opportunities into the classroom. Students learning through the Project Based Learning model (PBL) will retain content longer and have a deeper understanding of what they are learning. Project Based Learning (PBL) is a strategy we will use to close the achievement gap by engaging all students, and especially lower-achieving students, in their learning. With additional technology, our teachers and students will find resources and information to create products and collaborate more effectively with their peers, connect with experts, partners, and audiences around the world. In our PBL classrooms, our students will demonstrate improved attitudes toward learning, student engagement will be high, and students will become more self-reliant and have better attendance than in more traditional settings. Students will have an opportunity

to expand their learning in our Extended Learning Day programs to not only sharpen the skills they are learning but to put those skills into practice.

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$5,500.00 per 1 day and \$6000.00 for 2 sessions** for up to a maximum of **three day(s)**. The maximum amount the contractor shall be paid under this agreement: Eleven Thousand dollars (\$11,500.00). 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 Commissioner's Network Grant Program of the New Haven Board of Education, **Account Number: 2547-900-6211-56694- 0006** This agreement shall remain in effect from November 5, 2019 to May 6, 2020 .

APPROVAL: This Agreement must be approved by the New Haven Board of Education prior to service start date. Contractors 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

9/16/19

Date

Date

Debra S. Hunter, Chief Strategy and Operations Officer
Contractor Printed Name & Title

Revised: 7/17

Proposal for Services

Prepared for Clinton Avenue School – Kristina DeNegre
Proposal # P-16324
Date August 22, 2019

The follow document is a proposal and is not a guarantee of service availability, nor does it confirm the scheduling of any of the services listed. Please reach out to the PBLWorks Services team if you have any additional questions, and we are happy to follow up by email or by phone. *The prices listed on the Services Proposal are valid for 60 days and are subject to change after the proposal expires.*

Ready for the next steps? If you would like to move forward with scheduling services, your next steps are as follows:

1. Request the specific services and dates you would like to schedule by replying by email to services@pblworks.org. *Please note that services and dates are not guaranteed until a Service Agreement is signed. PBLWorks requires at least 6-8 weeks for contracting and procurement.*
2. Complete the [Contact Information Form](#) for service contracting. *This form confirms your authorized signer and the billing, shipping, and administrative contacts for your organization, required for PBLWorks to generate a contract.*
3. Sent via DocuSign, the Services Agreement is signed by your authorized signer. *Once signed, your services are scheduled and dates are officially secured on our calendar.*

Does your school or district have additional requirements for contracting? Please let us know as soon as possible, so we can work with your team to finalize needs.

If you have other questions or concerns about scheduling, service details, or pricing, feel free to be in touch. We look forward to working with you to bring Project Based Learning to the teachers and students you serve!

Pricing for Services

Service	Service Price USD	Quantity	Total Price USD
Teacher Sustained Support Visit (1-day)	\$5,500.00 per visit	1 visit	\$5,500.00
Teacher Sustained Support Visit (1-day)	\$6,000.00 per visit	1 visit	\$6,000.00
Teacher Sustained Support Visit (1-day)	\$6,000.00 per visit	1 visit	\$6,000.00
TOTAL			USD \$17,500.00

These prices are valid for scheduled services in the continental United States within the date ranges listed above. Prices are inclusive of facilitator fees, travel, accommodations, and administrative and other costs.

This is a non-binding quote for service offerings requested of PBLWorks. Service scheduling is not confirmed until a signed Services Agreement has been received by PBLWorks. Peak demand for service delivery is June, July, and August. Clients are advised to confirm services 60+ days in advance of the desired service delivery date.

This offer is valid for 60 days following the proposal date.

**The attached PBLWorks Services Catalog is reference
to describe services listed in this proposal.**

PBL Services 2019

Onsite at your
school or district

BUCK INSTITUTE FOR EDUCATION

PBLworks

pblworks.org/services



Memorandum

To: NHPS Finance and Operations Committee
From: Kristina DeNegre
Re: Dr. Dee Cole
Meeting Date: 10/7/2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Dr. Dolores Cole for continued support in the Project and Inquiry Based learning model.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$440.00 per session for a total of 25 sessions – Total amount \$11,000.00

\$3,080.00 Session 1 – 7 days

\$3,080.00 Session 2 – 7 days

\$4,840.00 Session 3 – 11 days

Funding Source: (Enter name of funding source and account #, i.e. Operating Fund 190-502-00-56694; or Title I 2531-6200-56694):
Commissioner's Network Grant Acct# 2547-900-56694-0006

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals:

Dr. Dee Cole will provide 25 full day visits of onsite instructional coaching in order to support the Clinton Avenue Leadership team and staff around rigorous instruction in English Language Arts focusing on Common Core Standards aligned instruction and assessments. These visits are spaced throughout the school year to provide professional support for our entire staff in order to continue to un-wrap CCS and design standards based instructional modules for English Language Arts. Clinton Avenue Leadership has conducted surveys of teachers and administrators and has used this data to develop a focused professional development sessions to support teachers in areas related to planning, lesson design, implementation of instruction that promotes rigor and discourse, assessment, and management.

2. What specific need will this contractor address? Clinton Avenue Leadership has conducted surveys of teachers and administrators and has used this data to develop a focused professional development sessions to support teachers in areas related to planning, lesson design, implementation of instruction that promotes rigor and discourse, assessment, and management.



3. **Contractor selection:** quotes, RFP, or Sole Source? Sole Source - Continuation of Services that started in 2015. **Quote attached**
4. What **specific skill set** does this contractor bring to the project? (Attach a copy of the **contractor's resume**). **See attached**
5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?
This is a continuation of services – Year four of the Commissioner's Network Grant. There is no cost increase. \$440.00 per session. In previous years the CSDE funded this component of our grant. We, under the Commissioner's Network grant, we will fund 100% through the grant.
6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of **previous evaluations** or **archival data** demonstrating effectiveness: Assessments/evaluations are completed online by our staff and submitted to the leadership team. These surveys and assessments are accessed through an online survey and submitted to the individual through our mid-year audit process. However, staff feedback is used to help drive the support around the needs of our staff.
7. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?**
The specific individualized support and training cannot be provided internally since we are only one of three schools who utilize Dr. Cole through the Connecticut State Department of Education and the Turn Around Office.
8. **Why do you believe this agreement is fiscally sound?** This agreement is fiscally sound due to the fact that the Dr. Dee Cole has worked with us in the past and fully understands the needs of our staff and students. She has taken the initiative to get to know our school, staff, students, and community building trusting relationships with member of our leadership team, staff, and students.

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Dr. Dee Cole

FOR DEPARTMENT/PROGRAM:

Clinton Avenue School

This Agreement entered into on the 15th day of October, 2019 effective (no sooner than the day after Board of Education Approval), 15th day of October 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and Dr. Dee Cole, 796 Prospect Avenue, West Hartford, Ct 06107 (herein referred to as the "Contractor").

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

In order to continue to build capacity among staff and provide support/guidance in implementing rigorous instruction around the CCS ELA standards with focus and fidelity we will continue to work with Dr. Dee Cole, Leadership Advisor.

This individual will work with the Clinton Avenue School leadership and staff around rigorous classroom instruction and the implementation of effective interventions primarily in Literacy Instruction. The Leadership Advisor will continue to assist in gathering and analyzing student instructional data and assessment outcomes and to assist the leadership team and coaches in making instructional decisions school-wide. This individual will also participate in data team meetings with all grade levels, attend grade level and vertical team meetings when necessary, staff meetings, and work specifically with identified teachers to support instruction.

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount **\$440.00 per session (25 days) to be paid in two 8 day increments totaling \$7040.00 and one 9 day increment totaling \$3960.00**

The maximum amount the contractor shall be paid under this agreement: Twelve Thousand dollars (\$12,000.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

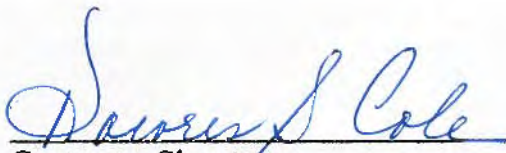
Fiscal support for this Agreement shall be by Commissioner's Network Grant Program of the New Haven Board of Education, **Account Number:** 2547-900-6211 - 56694 - 0000

This agreement shall remain in effect from October 15, 2019 to June 30, 2020.

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' 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

Date


Contractor Printed Name & Title

Revised: 7/17

Dolores S. Cole

796 Prospect Avenue ~ WEST HARTFORD, CT 06107

PHONE (860) 539-4533

E-MAIL deeteachc@aol.com

EDUCATION

May 2014

Doctorate in Educational Leadership Ed. D Nova Southeastern University

May 2003

Masters of Science in
Educational Leadership and
Administration and Supervision certification
Certification (092)

Central Connecticut State University

May 2001

Master of Science in Holistic Thinking

Graduate Institute

May 1986

30 credits beyond a Bachelor degree
in Elementary Education
Professional Educator Grades PK-8, (001)

Central Connecticut State University

May 1968

Bachelor of Arts in English

University of Connecticut

CERTIFICATION

Connecticut Professional Educator's Certifications:

Professional Educator Grades PK-8, (001),

Intermediate Administrators and Supervisors, (092)

National Institute for School Leadership Executive Development Program

January 2010 to October 2011

NISL facilitators: Anthony Nieves, Janet Strauss and Anna Riley

NISL Executive Development Program recertification June 2016

PROFESSIONAL EXPERIENCE

January 2017- Present

Leadership Coach

Clinton Avenue School, New Haven, CT.

September 2012 – November 2016

*Executive Director of Early Literacy
Principal*

*Hartford Prekindergarten Magnet School
Hartford, CT.*

- Developed the operations plan for a newly established Pre-K 3 and 4-year-old magnet school that opened in August of 2013.
- Recruited 80 suburban families and 80 Hartford families for a full day academically rigorous prekindergarten program.
- Executive Director for district early literacy programs and literacy implementation across the city in 40 schools.

- Supervise three Pre-K coaches and three early literacy staff as well as teachers and assistant principal at the pre-k school.
- Organize professional development for teachers and literacy coaches across the district in early literacy.

September 2005 to 2012
Executive Principal

Noah Webster Microsociety Magnet School
Hartford, CT.

- Magnet School of Excellence 2010-2012
- Highest performing school in the district 2010-2012
- Exemplary parent engagement and community involvement
- Supervised and evaluated three principals within the district as well as leading Noah Webster
- Built capacity within the district by teaching through example and leadership for two resident principals who went on to lead their own schools.

September 2004-2005
Acting Principal

Simpson Waverly School
Hartford, CT

- Served as Acting Principal for one year.
- Oversaw the evolution of the school from neighborhood to Magnet.
- Implemented the University of North Carolina at Chapel Hill Paidea theme with fidelity
- Supervised all staff

September 2003-2004
Co-Principal

Cornelius J. Moylan School
Hartford, CT

- As Co-Principal I oversaw the implementation of all curriculum, instruction and assessment for Moylan School. I worked collaboratively with the staff and organized a literacy leadership team that worked with teachers to improve literacy instruction in every grade within the school.
- The result of the unique distributive leadership design was Moylan School went from the lowest performing school in the state to making Safe Harbor in one year as evidenced by the 2005 CMT results in reading.

July 2000-2003
Turn-Around Specialist

Hartford Public Schools Central Office
Hartford, CT

- Supported and increased the academic outcomes of students in low performing schools across the district.
- Supported administrators and coaches at respective schools to provide professional

development on how to increase student performance and improve climate and culture.

- Worked with the superintendent and administrative staff to develop plans to support low performing schools and increase academic performance.

September 1995- 2000
Literacy Coach

Sarah J. Rawson School
Hartford, CT

- Coached and provided Professional Development for all teachers K-6
- Monitored all literacy data
- Assessed and grouped students according to data on a 6-week schedule
- Attended all district professional development in literacy and writing.

September 1990 - 1995
Teacher

Sarah J. Rawson School
Hartford, CT

- Grade 3-5 teacher
- Comer Model training

October 1986 -1990
Teacher

Mary M. Hooker School
Hartford, CT.

- Grade 2/3 teacher
- Chairperson of the Curriculum and Instruction team
- Master Mentor

ORGANIZATIONAL MEMBERSHIPS AND AWARDS

Bulkeley High School

Alumni Association (2007- Present)

Committee Member

National Association of Professional Women

Member

Discovery Center (2007-Present)

Board Member

NAACP (2000- Present)

Hartford membership

HPSA (2006 – Present)

Member

Finalist for the Connecticut Association of Schools (CAS) Principal of the Year (2007)

Magnet Schools of America Magnet School of Excellence (2010, 2011, 2012)

Cover of Hartford Magazine, Article Hartford's Amazing Women (2012)

REFERENCES

Dr. Stephen J. Adamowski, Special Master, Connecticut State Board of Education, State Department of Education, 165 Capital Ave. Hartford CT. phone:860-807-2061.

Dr. James Thompson, Superintendent of Bloomfield Public Schools, Bloomfield, CT. phone: 860-769-4211.

Dr. Dianna Roberge-Wentzel, Commissioner of Education, State Department of Education, 165 Capital Ave. Hartford CT. phone: 860-713-6500.

Dr. Margie Gillis, President of Literacy How, Inc. 100 Broadway, North Haven CT. 06473 phone: 203-239-7323.

Representative Douglas McCrory, Connecticut State Representative, Legislative Office Building Room 4053 Hartford, CT. 06106 phone: 860- 240- 8585 and 1-800-842 8267

**AGREEMENT
BY AND BETWEEN
THE NEW HAVEN BOARD OF EDUCATION**

AND

Carlos Resto

FOR

Translation Services

This agreement entered into the 1st day of October, 2019 effective the 1st day of October, 2019, by and between the New Haven Board of Education (hereinafter referred to as the "Board") and Carlos Resto, with address at 13 Harbour Close, New Haven, CT 06519 (hereinafter referred to as the "Contractor").

SCOPE OF SERVICES

The general services to be performed by the Contractor shall consist of: Translation from English to Spanish or Spanish to English of materials such as letters, forms, manuals, etc. for the New Haven Public School system. Services may also include the proofreading of materials already translated.

This agreement shall remain in effect from October 1, 2019 to June 30, 2020.

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 attorneys' 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 Contractors' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of or in connection with their activities under this agreement.

COMPENSATION

The Board shall pay the contractor for satisfactory performance of the services required the amount of \$ 25.00 per day/hour for up to a maximum of 80 hour(s). The maximum amount the contractor may be paid under this agreement is Two Thousand Dollars (\$2,000.00).

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 Contract through the last day of thirty (30) day notice period.

Fiscal support for this Contract shall be by 2019-20 Operating Budget – World Language program of the New Haven Board of Education, Account Number 190-41700-56697.

Compensation will be made upon submission of an **itemized invoice which includes a detailed description of the work performed and dates of service.**

CONTRACTOR

NEW HAVEN BOARD OF EDUCATION

Carlos Resto

Duly Authorized Official
New Haven Board of Education

Date

Date

**AGREEMENT
BY AND BETWEEN
THE NEW HAVEN BOARD OF EDUCATION
AND
MICHAEL MACKNIAK, ESQ.
FOR IMPARTIAL HEARING SERVICES TO THE
STUDENT SERVICES DEPARTMENT**

This agreement entered into on the 24th day of September, 2019, and effective the 27th day of September, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Michael Mackniak, Esq. of 175 Church St. #202, Naugatuck, CT 06770 (herein referred to as the "Contractor").

SCOPE OF SERVICES:

The **professional** services to be performed by the Contractor shall, in general, consist of:

Impartial hearings for student services, including, but not limited to student discipline, expulsions and/or special education services as needed and decisions write-ups.

STUDENT DATA PRIVACY AGREEMENT:

The Contractor shall comply with the provisions of the student data privacy agreement attached hereto as Exhibit A, in accordance with State law, and shall comply with all Federal and State laws regarding the confidentiality of student records and student data.

COMPENSATION:

The Board shall pay the contractor for satisfactory performance of services required the amount of \$225.00 per hearing. The maximum amount the contractor shall be paid under this agreement is **Fifteen Thousand Dollars (\$15,000.00)**.

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 **2019-2020 Operating Budget – Special Help Program** of the New Haven Board of Education, **Account Number: 190-49400-56694.**

This agreement shall remain in effect from September 27, 2019 to June 30, 2020.

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' 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.

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 Contract through the last day of thirty (30) day notice period.

Michael Mackniak, Esq.

Damell Goldson, President
New Haven Board of Education

Date

Date

EXHIBIT A

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

For the purposes of this Exhibit A "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.

**AGREEMENT
BY AND BETWEEN
THE NEW HAVEN BOARD OF EDUCATION
AND
SHARON JENKINS, ESQ.
FOR IMPARTIAL HEARING SERVICES TO THE
STUDENT SERVICES DEPARTMENT**

This agreement entered into on the 7th day of October, 2019, and effective the 7th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Sharon Skyers-Jenkins, Esq., OF 1087 Broad Street, 3rd floor, Bridgeport, CT (herein referred to as the "Contractor").

SCOPE OF SERVICES:

The **professional** services to be performed by the Contractor shall, in general, consist of:

Impartial hearings for student services, including, but not limited to student discipline, expulsions and/or special education services as needed and decisions write-ups.

STUDENT DATA PRIVACY AGREEMENT:

The Contractor shall comply with the provisions of the student data privacy agreement attached hereto as Exhibit A, in accordance with State law, and shall comply with all Federal and State laws regarding the confidentiality of student records and student data.

COMPENSATION:

The Board shall pay the contractor for satisfactory performance of services required the amount of \$225.00 per hearing. The maximum amount the contractor shall be paid under this agreement is **Fifteen Thousand Dollars (\$15,000.00)**.

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 **2019-2020 Operating Budget – Special Help Program** of the New Haven Board of Education, **Account Number: 190-49400-56694.**

This agreement shall remain in effect from October 7, 2019 to June 30, 2020.

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' 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.

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 Contract through the last day of thirty (30) day notice period.

Sharon Jenkins, Esq.
Contractor

Darnell Goldson, President
New Haven Board of Education

Date

Date

EXHIBIT A

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

For the purposes of this Exhibit A "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.

MEMORANDUM

To: Finance and Operations Committee

From: Michael J. Pinto, COO

Re: F&O Agenda Item Request/Approval
Purchase Order for 3D Printers to School Specialty for Edgewood School

Meeting Date: October 10, 2019

Executive Summary:

I am requesting approval of a Purchase Requisition under State Contract #17PSX0012 to School Specialty Marketplace, PO Box 1579, Appleton, WI for the purchase of 3D Printers and components for Edgewood School.

Amount of Agreement and Daily, Hourly, or Per Session Cost: An amount not to exceed \$12,147.00

Funding Source: 2019-2020 IT Capital Projects

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals:**
The schools selected 3D Printers since these devices aligns with their instructional strategy and making their students 21st Century Learners. Access services on the Internet make these devices the proper curricular choice.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
School Specialty Marketplace is a nationally recognized company and has provided services to the district over the past decade. They have a state contract.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**

This is a state contract purchase and the equipment being purchased has an agreed upon price.

Quote is attached.

SCHOOL SPECIALTY	State Contract #17PSX0012		
SCHOOL	DESCRIPTION	QUANTITY	TOTAL
Edgewood School	3D Printers	3	\$ 12,147.00
GRAND TOTAL:			\$ 12,147.00

School Specialty Marketplace - Quote

PO Box 1579 • Appleton, WI 54912-1579 • Ph: 1-888-388-3224 • Fax: 1-888-388-6344

Email: websupport@schoolspecialty.com • Find us at: www.schoolspecialty.com

Shipping Information

Ship to Organization: EDGEWOOD MAGNET SCHOOL

Ship to: 737 EDGEWOOD AVE
NEW HAVEN
CT
06515-2212
UNITED STATES

Attention To: MICHAEL KUSZPA

Date Created: 17-Sep-2019

Requested Ship Date: 17-Sep-2019

Created By: MICHAEL KUSZPA

Shipping Instructions

Billing & Payment Information

Bill to Organization: NEW HAVEN PUBLIC SCHOOL DISTRICT

Bill to: 54 MEADOW ST
FL 2
DEPARTMENT OF EDUCATION
NEW HAVEN
CT
06519-1719
UNITED STATES

Payment Type:

Purchase Order:

Cart Number: 7790976833

Ordered Items Detail

Ordered Item Number:	Item Number:	Description:	Ordered Quantity:	Shipped Quantity:	Status:	Budget Code:	Unit Price:	Line Total:
1582551	1582551	3D PRINTER REPLICATOR PLUS MP07825	3	0	Saved Cart		\$2,799.00	\$8,397.00
1542376	1542376	MAKERBOT FILAMENT CART FOR MAKERBOT REPLICATOR Z18	3	0	Saved Cart		\$1,250.00	\$3,750.00

Subtotal: \$12,147.00

Shipping and Tax have not been finalized.

Signature: _____

Note: Your shipping and tax totals may not be correct until after final checkout.

17PSX0012

Edgewood -

See below for justification of our Edgewood technology request:

Item	Vendor	Cost	
1	3x Makerbot Replicator+ 3D Printers with Carts	School Specialty	\$10,051.98
2	4x iPad Charge Carts w/30 iPads Each with Cases	Apple	\$45,473.80
3	3x Chromebook Charge Carts w/30 Chromebooks Each	CDWG	\$23,391.90

Edgewood Creative Thinking Through STEAM Magnet School is requesting three Makerbot Replicator+ 3D Printers with carts to implement our STEAM curriculum with specific attention to implementing the Engineering Design Process. We are looking to enable students in grades 3 to 8 to create 3D prototypes and models using tinkercad software on chromebooks to test engineered designs. The goal is to provide underrepresented groups of students access to STEM education and associated technology.

We are requesting iPad charge carts with iPads to implement our music technology and art courses to provide grades K-8 access to 21st century technology in the design of music and art through Apple software such as Garage Band, Sketchbook and iMovie. Edgewood is looking to be able to use this new technology to give students the skills necessary in the modern production of media arts. One iPad cart will be used to provide Kindergarten students an introduction to technology use and to augment traditional instruction in math and literacy.

Edgewood is also requesting chromebooks with charge carts for second grade classroom use and grades 3 - 8 for using 3D design software such as tinkercad. Chromebooks will be also be used for collaborative learning through applications such as Google classroom.

We feel that Edgewood needs this technology to provide a 21st century education experience and equip our students with the necessary technological skills to prepare them for high school, college and careers.

Let me know if you need me to insert this narrative into a justification form.

Thank you,

Mike

Michael Kurzpa

Edgewood Creative Thinking Through STEAM Magnet School
Magnet Resource Teacher

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: Disability Employment Initiative (DEI) Internship Grant

Grant Source and Agency: Workforce Alliance

Total Amount Requested: \$5,000 **Due Date of Application:** N/A

System Contact: Derek Stephenson, Principal, Riverside Education Academy

Telephone #: 475-220-6700

Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

To provide internships for twelve students who are in need of a special education. Student interns will be placed with worksite sponsors and paid minimum wage (\$10.10 per hour).

GRANT PERIOD:
From: (mm/dd/year): 09/30/19
To: (mm/dd/year): 12/31/19

- New
 Continuation

Previous Bd. of Ed. Approval: Yes

- Planning
 Operational

Bd. of Ed. Information



- Action
 Information
 Support
 Competitive
 Entitlement
 Grant

TARGET: Schools/Unit: Riverside Education Academy
No. of Students: 12 **Grade Level(s):** 9-12
Eligibility Criteria: Students with IEP's and 504 Plans

PROPOSAL DEVELOPERS:

Derek Stephenson, Principal
Riverside Education Academy

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1

ABSTRACT TIMETABLE	REVIEW
Return to: _____	Grants Manager <u></u> Finance Manager <u></u> Human Resource Manager _____
Received: _____	
Board of Education FINANCE & OPERATIONS Meeting Date <u>10/7/19</u>	
Board of Education Meeting Date: <u>10/21/19</u>	
Due Date to Grantor: _____	

Proposed Project Title: Disability Employment Initiative (DEI) Internship Grant

Total Amount Requested: \$ 5,000

Proposed Grant Receiving Agency: Workforce Alliance

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
		Teachers	\$
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
	12	Others	\$ 4,616
		Stipend	\$
		Longevity	
		SUBTOTAL	\$ 4,616

NON PERSONNEL

	COST
Supplies & Materials	\$
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$
Equipment	\$
Other	\$
Indirect Costs, if allowed	\$
TOTAL	\$ 0
NON- PERSONEL	

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$ 353
Workmen's Compensation	\$ 31
SUBTOTAL	\$ 354
TOTAL PERSONNEL & FIXED COSTS	\$ 5,000

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and amounts to be paid by grant and by NHPS. **Other;** and **All Non- Personnel items.** If additional space is needed, continue to next page.

Student interns will be paid Connecticut's minimum wage of \$10.10 per hour. The FICA/Medicare rate is 7.65% (6.2% for Social Security and 1.45% for Medicare). The Workman's Compensation rate is 0.68% (0.0068).

Proposed Project Title: Disability Employment Initiative (DEI) Internship Grant

Total Amount Requested: \$ 5,000

Proposed Grant Receiving Agency: Workforce Alliance

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes Explain:

Linkage with other programs: None Yes Explain:

Local Fiscal costs, (include renovation): None Yes Explain:

Future local personnel obligations: None Yes Explain:

PROJECT OR GRANT REQUIREMENTS

- Local Maintenance Replication Parent Involvement
- In-Service Training Advisory Committee Linkage w/other Programs
- Non-Public School Involved Dissemination

ADDITIONAL RESTRICTIONS OR CONCERNS

Riverside Education Academy teachers/staff will assist students in completing necessary forms (application, timesheets, etc.), placing interns with worksite sponsors, and monitoring the interns' activities with their respective worksite sponsors.

SUBMITTING ADMINISTRATOR:  9/13/19
Signature Date

Proposed Project Title: Disability Employment Initiative (DEI) Internship Grant

Total Amount Requested: \$ 5,000

Proposed Grant Receiving Agency: Workforce Alliance

SECTION IV: PROPOSED PERSONNEL

List, individually, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
	12	Student Workers	Student Interns	9/30/19-12/31/19	TBD	TBD	

V. PROPOSED CONTRACTS

List individually, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
N/A			

VI. ADDITIONAL INFORMATION:
Please Answer All Questions -- Use Additional Pages if Necessary

1. Please state specific goals for this grant or the grant period.

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

During the 2018-2019 academic year, ten Riverside Education Academy student interns were successfully placed through the Riverside Education Academy DEI Internship grant.

2. How does this grant address School Reform goals?

Student interns are more connected to the school community.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

Student interns gain self-esteem, work experience, wages, and a stronger connection to both the school and their surrounding community through their internships.

REQUIRED:

A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: School Improvement Grant

Grant Source and Agency: Federal Grant through Connecticut State Department of Education –SIG 1003g

Total Amount Requested: \$349,833 (year 3 of 3 year Award –Total Award \$1,099,499) **Due Date of Application:**

System Contact: Kathleen Mattern, Principal, Truman School

Telephone #:
475-220-2100

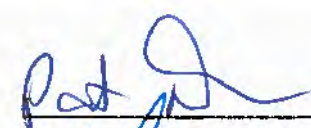
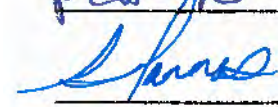
Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

This grant is a school improvement grant designed to improve overall academic achievement for all students as well as professional development for teachers and staff.

GRANT PERIOD:	
From: (08/27/2019):	
to: (06/30/2020):	
<input type="checkbox"/> New	
<input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning	
<input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input checked="" type="checkbox"/> Action	
<input type="checkbox"/> Information	
<input type="checkbox"/> Support	
<input type="checkbox"/> Competitive	
<input type="checkbox"/> Entitlement	
<input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Kathleen Mattern

TARGET: Schools/Unit: Truman School
No. of Students: 577 **Grade Level(s):** K-8
Eligibility Criteria: All students

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
ABSTRACT TIMETABLE	REVIEW
<p>Return to: _____</p> <p>Received: _____</p> <p>Board of Education FINANCE & OPERATIONS Meeting Date <u>10/7/19</u></p> <p>Board of Education Meeting Date: <u>10/21/19</u></p> <p>Due Date to Grantor: _____</p>	<p>Grants Manager <u></u></p> <p>Finance Manager <u></u></p> <p>Human Resource Manager _____</p>

Proposed Project Title: School Improvement

Total Amount Requested: \$349,833

Proposed Grant Receiving Agency: Truman School

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	
2		Teachers	\$133,000
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
	2	Others-Tutors	\$30,000
		Stipend	\$
		Longevity	
		SUBTOTAL	163,000

NON PERSONNEL

	COST
Supplies & Materials	\$39,591
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$80,600
Equipment	\$
Other --Purchased professional and Technical services	\$
Indirect Costs, if allowed	\$
TOTAL NON- PERSONEL	120,191

FIXED COSTS:

Health Benefits	\$54,530
Pension (Paras & Mgmt.)	
FICA/Medicare	\$12,103
Workmen's Compensation	\$9
SUBTOTAL	\$66,642
TOTAL PERSONNEL & FIXED COSTS	\$229,642

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and **amounts to be paid by grant and by NHPS.** **Other;** and **All Non- Personnel items.** If additional space is needed, continue to next page.

Contracted services will be provided to support school leadership, provide professional development in blended learning, developing a schoolwide instructional focus as well as provide leadership development for the ILT team in regards to tracking and monitoring the implementation of the schoolwide focus and assessment data.

ESL teacher : to provide additional support for English Language Learners as the school expands its biliteracy initiative. The teacher will provide instruction in all content areas utilizing strategies for EL students.

Co-teacher (Technology certified) to provide an opportunity for a tech teacher plan , collaborate and deliver instruction as a part of the middle school team (Grades 6-8) as the team implements the blended learning model of instruction which focuses on creating individualized learning paths for students.

Proposed Project Title: School Improvement

Total Amount Requested: \$349,833

Proposed Grant Receiving Agency: Truman School

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes Explain: Title I

Linkage with other programs: None Yes Explain: Title I, Priority, Alliance

Local Fiscal costs, (include renovation): None Yes Explain:

Future local personnel obligations: None Yes Explain:

PROJECT OR GRANT REQUIREMENTS

- Local Maintenance Replication Parent Involvement
- In-Service Training Advisory Committee Linkage w/other Programs
- Non-Public School Involved Dissemination

ADDITIONAL RESTRICTIONS OR CONCERNS

SUBMITTING ADMINISTRATOR:  9/19/19
Signature Date

Proposed Project Title: School Improvement

Total Amount Requested: \$349,833

Proposed Grant Receiving Agency: Truman School

SECTION IV: PROPOSED PERSONNEL

List, **individually**, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
1		TESOL co-teacher	. ESL co-teacher will provide support to the bi literacy model implementation	Duration of the grant	Diana Cartagena	Yes	
1		Co-teacher – technology certified	A teacher with a tech certification to co-teach with middle school (6-8) team in order to create a blended learning structure.	Duration of the grant	Peter Greco	Yes	
	2	Literacy Tutors	Tutors to provide TIER 2 intervention for at risk students – both Spanish and English reading instruction	Duration of the grant	TBD		

V. PROPOSED CONTRACTS

List **individually**, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate **N/A** in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Focus Schools	Supporting school leadership as well as the development and implementation of one school wide instructional focus which serves all students.	30,6000	30,600
Area Cooperative Educational Services	Professional development for teachers in the area of Tier II reading intervention as well as academic vocabulary development	\$50,000	\$50,000

VI. ADDITIONAL INFORMATION:
Please Answer All Questions -- Use Additional Pages if Necessary

1. **Please state specific goals for this grant or the grant period.**
 Truman School will achieved the following ESSA targets for the 2019-2020 school year
 - English Language Arts Achievement SPI index – 59.7
 - Mathematics Achievement SPI index- 55.4
 - ELA Smarter Balanced Growth Model- 67.2%
 - Mathematics Smarter Balanced Growth Model- 62.3%
 - Chronic Absenteeism – 15.1%

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

- Percentage of students scoring proficient on the ELA Smarter Balance for all students increased by 5%. Grade 3 showed an increase of 7%, Grade 5 showed an increase of 19%, Grade 7 showed an increase of 11% and Grade 8 showed an increase of 9%. Cohort growth was evident as well Grade 3 to 4 +5%, Grade 4 to Grade 5 +3% Grade 5 to Grade 6 +2% Grade 7 to Grade 8 3%.

- Percentage of students scoring proficient on Math Smarter Balanced for all students increased by 9% overall. Grade 3 increase by 11%, Grade 4 by 1%, Grade 5 by 16%, Grade 6 by 3%, Grade 7 by 15% and Grade 8 by 6% .
- Year to year Cohort growth in math also improved: Grade 3 to 4 by 5%, Grade 4 to 5 by 17%, Grade 6 to 7 by 3% and Grade 7 to 8 by 6%
- The LAS links growth data show that the APTA (average percent of target achieved) for English Language Learners at Truman exceeded the state APTA (State 60% -Truman 64.7%)
- An Instructional Leadership Team was trained by Focus Schools monitored the implementation of a schoolwide academic. vocabulary instructional focus
- 100% of the students who qualified for intervention received a reading intervention through the SRBI process. SRBI meetings were held weekly and data tracked through the SRBI district website. A menu of literacy interventions were provided based on the specific needs of each student. ACEs provided a consultant who monitored this process as well as provide professional development for grade level teams in the area of foundational reading skills and running record assessments.
- 79% of students in grades 3-8 increased by 50 quantile points as measured by the District Math Inventory from the beginning to the end of the 2018-2019 academic year.

2. How does this grant address School Reform goals?

School Improvement goals are focused on improving student achievement in the area of Math and Reading as the two priority goals stated in the Continuous School Improvement Plan read:

- 1. All students will make progress towards expected reading growth goals.*
- 2. All students will increase by 50 quantiles yearly as measured by the district Math Inventory*

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: Support for Pregnant & Parenting Teens Program

Grant Source and Agency: State of CT, Office of Early Childhood

Total Amount Requested: \$75,000 **Due Date of Application:** September 19, 2019

System Contact: Mary Derwin & Sharon Bradford

Telephone #: (475) 220-1467
(475) 220-7527

Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

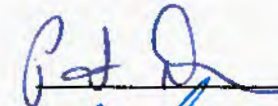

This project focuses on improving the health, education and social outcomes for pregnant and parenting teen students attending New Haven Public high schools and Adult Education.

TARGET: Schools/Unit: 9 high schools + Adult Education
No. of Students: 50 **Grade Level(s):** 9 – 12 & Adult Ed 17 - 20

Eligibility Criteria: Student attending high schools and Adult Education who are pregnant or parenting teens or have had miscarriages.

GRANT PERIOD:	
From: (10/01/2019):	
To: (06/30/2020):	
<input type="checkbox"/> New	
<input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning	
<input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input checked="" type="checkbox"/> Action	
<input type="checkbox"/> Information	
<input type="checkbox"/> Support	
<input type="checkbox"/> Competitive	
<input type="checkbox"/> Entitlement	
<input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Sharon Bradford & Mary Derwin

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ABSTRACT TIMETABLE	REVIEW
<p>Return to: _____</p> <p>Received: _____</p> <p>Board of Education FINANCE & OPERATIONS Meeting Date: <u>10/7/19</u></p> <p>Board of Education Meeting Date: <u>10/21/19</u></p> <p>Due Date to Grantor: _____</p>	<p>Grants Manager: <u></u></p> <p>Finance Manager: <u></u></p> <p>Human Resource Manager: _____</p>

Proposed Project Title: Support for Pregnant & Parenting Teens Program

Total Amount Requested: \$75,000

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
		Teachers	\$
		Management	\$
		Paraprofessionals	\$
		Clerks	\$
	3	Others (SPPT Nurse & 2 Case Workers)	\$46,068.00
		Stipend	\$
		Longevity	
		SUBTOTAL	\$46,068.

NON PERSONNEL

	COST
Supplies & Materials	\$ 774.
Student Transportation	\$ 8,350.
Staff Travel	\$ 1,108.
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors (Nuts About Health, Inc.)	\$ 2,282.
Equipment	\$
Other (Client Subsidies & Personal Items)	\$ 12,578.
Indirect Costs, if allowed	\$
TOTAL NON- PERSONEL	\$ 25,092

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$3,526.
Workmen's Compensation	\$ 314.
SUBTOTAL	\$3,840.
TOTAL PERSONNEL & FIXED COSTS	\$49,908.

Notes:

- 1) **Total Personnel and Non Personnel columns must equal grant total.**
- 2) **The Abstract budget must be aligned with the Grant Application budget/ED114.**
- 3) **All applications should budget for staff development (stipends) and evaluation wherever appropriate.**

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and **amounts to be paid by grant and by NHPS**. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

- SPPT Licensed Part-Time LPN will complete medical health assessments, monitor & track immunizations and appoints for moms and their babies, body changes in pregnancy & child birthing workshops -\$30 per hr. for 19.5 hrs. per wk. for 35 weeks = \$20,475 = FICA \$1,566. & Worker's Comp \$139.23 = \$22,180.23. 29.574%
- Male Outreach Worker/Case Worker Contractor will recruit teen fathers, provide case management, conduct parenting & fatherhood involvement workshops, and provide individual & group

- counseling - \$22.50 per hr. for 19.5 hrs. per wk. for 35 wks. = \$15,356.25. FICA \$1,175, worker's Comp. \$104.42---\$16,636.67. 22.182%
- Case Worker/Workforce Development Contractor will provide initial program assessments, monitor child care needs, linking to community resources as needed, monitoring academics & attendance, and providing conflict resolution, life skills, positive social interactions & communication and workforce/career development workshops with program participants - \$15 per hr. x 19.5 hrs. wkly.- \$293 x 35 wks.--\$10,237.50. FICA \$783.16 Worker's Comp. \$70---\$11,091. 14.788%
- Nuts About Health, Inc. (client education) (4 Nutrition & physical Activity Workshops @\$326 per session x 7 --\$2,282. 3.042%
- Staff Mileage Reimbursement for 3 individuals—1,911 miles @ .58 per mile = \$1,108.30. 1.5%
- Supplies & Materials –2 HP Laser Ink Printer Cartridges @ \$350 ea. = 700; 4 Swingline Staplers from W.B. Mason \$ \$16.59 ea. = \$66.36; 2 Universal Boxes of Staples @ 4.49 ea. = \$8.98 ----Total \$775. 1.033%
- Student Transportation –Holiday Hill bus trip end of yr.--\$800; Job Corp \$400; ConnCAT bus trip \$400; Southern CT State Univ. bus trip \$400; Central CT State Univ. \$400; SPPT Youth Conference \$800; Bus trip to Washington, DC to African American Museum & Congresswoman Johanna Hayes' office \$4,750; Gateway Comm. Coll. Bus trip \$400 --\$8,350. 11.133 %
- Other Client Subsidies – 2 Movie Theater trips (fall & spring)/admission--\$1,052 for 44 students & 6 adults which includes popcorn and soft drinks; Holiday Hill End of yr. trip/admission fees \$1,300 for 22 students, 4 adults & 2 students' parents; Washington, DC trip during April school vacation for 10 students & 4 adults for meals, 2 days @ \$60 per person—\$1,680; 7 hotel rms. @ \$250 per rn. \$2,000; End of Yr. SPPT Family Dinner for 50 people--\$1,250; and Graduation Gifts for 20 graduating seniors—Walmart Tablets—\$1,600---\$8,882. 11.842%
- Client Subsidies-Personal Items -- Walmart -- 4 Child Craft Abbott cribs - \$1,119.60; 4 Graco Pack'n Play Change & Carry w/Bassinettes - \$479.96; 4 Baby RockaRoo Company Baby Swings - \$639.96; 3 Ingenuity Smart Serve High Chairs - \$359.97; 10 Baby Forehead Digital Thermometers - \$130; 2 Cartons of Newborn Pampers - \$129.64; 2 Cartons Size One Pampers - \$137.78; 2 Cartons Size 2 Pampers - \$192.06---\$3,188.97 & Weekly Snacks for program participants (\$507) - Juice @ \$2.99 x 35 wks. = \$104.65; Multipack snacks - \$8.99 x 35 wks. = \$314.65; Case of Water bi-monthly \$4.99 x 17.5 wks = \$87. 33. \$3,503.54 4.671%
- The NHPS district employs the social worker who serves as the SPPT program coordinator.

Proposed Project Title: Support for Pregnant & Parenting Teens Program

Total Amount Requested: \$75,000

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes **Explain:** In-kind services will be provided by New Haven Family Alliance, Inc. (child support, visitation concerns, fatherhood involvement and life skills); United Way of Greater New Haven will provide, "Circle of Security" parenting life skills workshops; Elizabeth Celotto Child Care Center will provide free child care for parenting teens; LULAC Child Care Center will provide free child care; and Southern Connecticut State University will provide two social work interns.

Linkage with other programs: None Yes **Explain:** Family Centered Services and Fair Haven Community Health Center will provide intensive home visiting services after school hours. Nuts about Health, Inc. will provide 3 nutrition and physical activity workshops.

Local Fiscal Costs, (include renovation): None Yes **Explain:**

Future local personnel obligations: None Yes **Explain:**

PROJECT OR GRANT REQUIREMENTS

- | | | |
|---|--|--|
| <input type="checkbox"/> Local Maintenance | <input type="checkbox"/> Replication | <input checked="" type="checkbox"/> Parent Involvement |
| <input checked="" type="checkbox"/> In-Service Training | <input checked="" type="checkbox"/> Advisory Committee | <input checked="" type="checkbox"/> Linkage w/other Programs |
| <input type="checkbox"/> Non-Public School Involved | | <input type="checkbox"/> Dissemination |

ADDITIONAL RESTRICTIONS OR CONCERNS

Twenty five percent of in-kind services must come from other community programs.

SUBMITTING ADMINISTRATOR:

Mary Devora

9/26/19

Signature

Date

Proposed Project Title: Support for Pregnant & Parenting Teens Program

Total Amount Requested: \$75,000

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION IV: PROPOSED PERSONNEL

List, **individually**, each position proposed by this grant application. **If no personnel**, please indicate **N/A** in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
	1	Non Certified Instructor	SPPT Nurse Program nurse to oversee medical assessments, will monitor health outcomes & medical appointments & well baby appointments	10/01/2019 – 0630/2020	Kenya Yopp, LPN	Yes	30354
	1	Non Certified Instructor	Male Case Worker. Recruitment, initial assessments, individual & group counseling, monitor attendance & link to community resources.	10/01/2019 – 6/30/2020	Daylan Greer	Yes	29038
	1	Non Certified Non Degreed Instructor	Case Worker/Workforce Development. Recruitment, initial assessments, individual & group counseling, monitor & track attendance, provide career training workshshops, plan college & career training school trips & end of yr. events, link to community resources.	10/1/2019 – 6/30/2020	Beverly Richardson	Yes	27116

V. PROPOSED CONTRACTS

List individually, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Nuts About Health, Inc., Nutrition Education & Physical Activity Workshops

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Nuts About Health, Inc.	This organization will provide 7 nutrition and physical activity workshops addressing healthy meals, interactive food preparation demos, and healthy physical activity for teens (pre & post delivery) at Hillhouse, Cross, Riverside & Adult Ed.	\$326 per session x 7 workshops	\$2,282

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. Please state specific goals for this grant or the grant period.

The major goals of this program are to improve the health, education and social/emotional outcomes for pregnant and parenting teen students and their children and improve students' success as measured through completing high school, transitioning to secondary education, job training programs or the workforce, ensuring their children meet appropriate developmental milestones, and reducing the incidence of second pregnancies.

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

- One of the Major Goals was to keep students in school until graduation from high school. Of 20 seniors in the program, 18 graduated with high school diplomas in June (2 from Adult Ed), one graduated from the NHPS Summer School Program. One male student is

completing his high school diploma in the Gateway to Success Program and should complete the credits he needs by December 2019. One female student who didn't graduate moved to Naugatuck and will complete her high school diploma at Adult Ed in the region in which she resides.

- There are 12 SPPT students who transitioned to college during the fall 2019 semester; 2 females have joined the U.S. Armed Forces where they will train for a career; and 4 males are working full-time.
- Reduction in second pregnancies, one student was chosen to participate on an "Improving Access to High-Quality Child Care Panel," and another student participated in a panel regarding "Problems Facing Parents in CT," and they both represented teen parents.
- One couple that was reported to DCF received individual and couples' counseling, and the case was closed based upon the couple continuing to receive counseling from SPPT staff. The developed positive communications and parenting skills because of the program and continue to have a successful relationship.

2. How does this grant address School Reform goals?

This program will address School Reform goals by assisting students with improving and taking responsibility for their academic learning through academic support in order for them to graduate from high school and become college and/or career ready. The program will provide social/emotional support to enable pregnant and parenting teens to develop cognitive strengths. This program will also leverage community resources for them and their families to ensure positive family impact in order for our students and their children to become the next generation of leaders.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

The target population is considered an at-risk population and many of them and their families experience poverty, urban trauma, unemployment or underemployment, high school drop outs, and lack of vital needs. For the aforementioned reasons, many of the teen parents experience social and emotional challenges that affect their academic performance. Teens who become pregnant and those who become parents experience a destabilizing time in their lives. Therefore, it is necessary to provide this population with the appropriate skills to cope and manage these difficult times through supportive services and filling the gaps with access to in-school and community resources.

Program staff will attend training workshops and monthly OEC statewide team meetings where training workshops are provided that will better equip them with supplementary skills and techniques, and will advise them of ancillary community resources.

REQUIRED:

A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.

SUPPORTS FOR PREGNANT & PARENTING TEENS (SPPT) GRANT

1. Site Selection

The Support for Pregnant & Parenting Teens Program (SPPT) has been in existence for seven plus years and been housed at the same location. The Program will be implemented at ten New Haven Public High schools with the home office housed at James Hillhouse High School, 480 Sherman Parkway, New Haven for which the Principal, Glen Worthy has allotted space.

Program staff will also provide services at Wilbur Cross High School, Riverside Academy, Hill Regional Career High School, Cooperative Arts & Humanities High School, High School In the Community, Metropolitan Business Academy, Gateway Opportunities Program, Sound School, New Haven Academy, and Adult Education (High School Diploma Program).

The Home office space includes a private office for individual counseling sessions and meetings with parents of program participants. The office is furnished with a telephone, lap top computer, printer, desk and chair, shredder, conference table and chairs, small book shelf, and locked file cabinet. A separate larger room is also provided called the "Parent Room" where group counseling sessions, workshops and meetings take place. The Parent Room also acts as a "drop-in" center for program participants as well. Teen parents and expectant parents can come into the Parent Room and receive snacks, eat their breakfast or lunch, and other personal supplies as needed. The Parent Room is equipped with two locked file cabinets, five locked supply cabinets, three desks, one large conference table and chairs, and two small conference tables as well as desk chairs, two book shelves with books for children, one large book shelf with books for teens, couch, love seat, refrigerator, and microwave oven.

The community where this proposed project will take place is New Haven, a city with a population of 130,405 residents with median family incomes of \$38,126, according to Roadsacks.net. It is one of the largest cities in Connecticut and the 28th poorest cities in the United States. The New Haven Public School System has ten high schools operating in this urban city environment with a student population of 21,500. Student Demographics include 42% African Americans, 41% Hispanics, 14% Caucasians, 20% Asian Americans, and 1% Other ethnicities. In 2011, New Haven was the 4th most violent city in the country.

The target population will be at least 50 high school students, grades 9 – 12 + Adult Education students ages 17 – 20 in the high school diploma program who are at risk due to the fact that most of them and their families live within or below the federal income poverty guidelines, exposed to family trauma leading to anger and inappropriate behavior, and the transmittal of urban trauma like crime, drug use, STDs and single parent households within their neighborhoods.

As we know, teen pregnancy rates have decreased nationwide; however, teen pregnancy rates continue to occur in most urban centers. According to Connecticut Department of Public Health's (DPH) September 2016 issue of "Adolescent Sexual Health in Connecticut," out of 18 towns, Connecticut has teen birth rates that exceed the 2011 national teen birth rate of 31-1,000 women. New Haven was the 7th highest of the towns with 34 – 1,000 women. The report also indicated that Connecticut has more pronounced ethnic disparities than any other states in the United States. Furthermore, the report suggested that, "legislation requiring school-based sex education consistent with the Center for Disease Control (CDC) national standards and Connecticut State Department of Education (CSDE) guidelines is solely needed and should be age-appropriate, medically accurate, evidence based, and gender inclusive." The report also stated that Connecticut's rates of newly diagnosed HIV infection among youth aged 13 – 19 exceeded the rates of all other New England states.

Keeping the aforementioned information in mind surely gives the New Haven Public Schools the vested interest to address teen parents' individual needs and to provide supportive services to this target teen population and families we will serve. By investing in teen parents and their families, we will strive to protect two generations—young parents themselves and their children while also engaging and assisting their parents as well. We will assist program participants with becoming self-sufficient and enabling them to support themselves and their families.

2. Project Design & Activities

The New Haven Public Schools goals speak to New Haven's commitment to providing our youth with the necessary supportive services to ensure that they have the appropriate skills to cope and manage in these difficult social and economic times. The District is determined to prepare students for graduation from high school and prepare them for postsecondary education and workforce development in order for them to transition into college and career training for their future success.

The project will focus on improving the health, education and social outcomes for pregnant and parenting students and their children and improving students' success as measured through completing high school, transitioning to secondary education or job training programs, and ensuring their children meet appropriate developmental milestones. These outcomes and risk factors will be addressed through comprehensive services such as case management services, individual and group counseling sessions, parenting and life skills group sessions, pre and post-natal counseling, advocacy, fatherhood involvement services, transitioning to post-secondary education and workforce development services, tutoring, linking students to healthcare and home visiting services, quality child care and transportation, assisting with completing college

and financial aid applications, and helping students and their families fill any gaps in services with access to community resources.

The program will be offered to all pregnant and parenting teen students attending ten New Haven Public High Schools and Adult Education's Diploma Program—James Hillhouse High School, Wilbur Cross High School, Metropolitan Business High School, New Haven Academy, High School in the Community, Co-Op Regional School for the Arts, Hill Regional Career High School, the Sound School, Riverside Academy, the new Gateway Opportunities Program, and New Haven Adult Education. The program participants' attendance will be monitored and tracked daily by the program Social Worker/Program Coordinator. Telephone calls or home visits will be made to those students who have missed more than one day of school by program staff, program social work interns or the schools truancy officers. Program participants' grades will be monitored and tracked weekly by the program social worker/program coordinator. If program participants are having difficulty with any classes, arrangements will be made with academic teachers for those students who can stay after school. Bus passes will be provided to those students if needed. Tutoring will also be available from program staff and interns.

Workforce development workshops will be provided by a program workforce development case worker that includes researching employment opportunities, completing job applications, interviewing skills, answering the most often asked interview questions, completing resumes, dressing for success, and appropriate communications relating to attitudes and on the job difficulties.

Case management (initial assessments, monitor child care needs, linking to community resources as needed, monitoring academics and attendance), individual (strengths-based perspective, restorative practices, behavior management, building trust, building capacity for home-school partnerships, advocacy, improving self-esteem) and group counseling sessions (parenting and life skills, conflict resolution, positive social interactions and communication) will be conducted by the program social worker/program coordinator, program registered nurse consultant, and social work interns. Pre and post-natal workshops (monitor medical appointments, body changes, child birth, breast feeding, healthy nutrition, positive health outcomes, meeting child developmental milestones, birth control, healthy physical activity and STDs) to be provided by registered nurse consultant, the program social worker, Nuts About Health, Inc., and Planned Parenthood. Program staff will also link program participants with school-based health clinics that can provide physical exams and address general health concerns. All mothers-to-be will have S04 plans that will address academic gaps during maternity leave and developed by their guidance counselors, program staff, teachers and administrators at their perspective high schools. If students have to take off more time than the six or eight weeks of maternity leave due to medical concerns, Title IX basic rights and policies

will be implemented enabling these students to have homebound instruction provided by the school system.

Nurturing, safe and consistent child care and transportation will be provided for Elizabeth Celotto Child Care Center located at Wilbur Cross High School and LULAC Child Care Center located at 400 Canner Street, New Haven, in the building behind Celantano School, for teen parents. Transportation will be provided to and from the child care center and high schools where the program participants are attending.

Program participants will be linked to Family Centered Services and Fair Haven Community Health Center, Nurturing Families Network Programs that provide intensive home visiting services. These services provide curriculum-based early childhood parenting education designed from pregnancy through kindergarten. The program will also include positive parenting, guidance and support to parenting students in order for the students to create safe home learning for their children and to be able to develop emotional, behavioral, and cognitive strengths and support.

Transitioning to post-secondary education or job training services will be addressed through college and career training school tours with assistance in applying for these programs through completing college, career training school and financial aid applications. Social work interns and program staff will assist these services, as well as high school guidance counselors.

New Haven Family Alliance, Inc. will provide in-kind services that address fatherhood involvement (ensuring that fathers interact with their children; child support and visiting rights issues, and precluding involvement with the criminal justice system). This agency will also assist with program participants who have any involvement with any juvenile justice system through its Juvenile Review Board.

A Community Advisory Council made up of representatives from community agencies, school staff, program staff, program participants and State government representatives will provide guidance and direction to the program, as well as make program referrals. The Advisory Council will also help to improve the education, health and social outcomes for expectant and parenting teen mothers and fathers. The Advisory Council will meet monthly at James Hillhouse High School, 480 Sherman Parkway, New Haven, CT. Dates and times of the meeting will be established by the Council. Program staff will take minutes at the monthly meetings and distribute to Advisory Council members.

Nuts About Health, Inc. will provide interactive workshops addressing healthy nutrition utilizing a game board, "Me & Belinda Gillis" that was created by the organization and addresses appropriate and healthy meals, interactive cooking demonstrations, and healthy physical activity.

Funds will be provided to the Youth at Work Program to ensure that some of the program participants whose families are income eligible will be able to secure summer employment with the City of New Haven's Youth @ Work Program during the first year of the grant. The teen parents can work during the summer months and earn approximately \$1,200 for a five-week period of employment.

Parenting teen students are provided transportation by NHPS. If they have their children in the two free child care centers we utilize for the program, students and their children will receive transportation from home to the child care center and then to school, from school to the child care centers and then to their homes.

One of the child care centers is located at Wilbur Cross High School and the other is off-site. The child care center at Wilbur Cross is Elizabeth Celotto Child Care Center located at 181 Mitchell Drive, New Haven, and the off-site child care center is LULAC Child Care Center located at 400 Canner Street, New Haven behind Celantano Middle School. The infant and toddlers attending these licensed child care centers provide high-quality and safe child care for children ages 1.5 months to 3 years of age. These programs are designed to stimulate infants and toddlers through individualized routines using individualized lesson plans based on the individual needs of each child, as well as incorporating group activities. Cognitive learning is provided where children are taught to use all senses to explore their environment, they react to new objects and develop new interests, learn to use non-verbal communication to indicate wants, needs and interests (especially younger babies until they become verbal), learn to interact appropriately with others, use books in order to learn picture identification, are encouraged to learn through play and fun activities. Language and literacy development includes learning to respond to hearing their own names, learning to respond to positive facial expressions, begin to understand taking turns through conversation, learn to carry out simple directions, and learn speak using gestures or beginning words. Physical movement development includes encouraging developing physical milestones such as head control in various positions and transitioning movements and rolling over, developing walking from pulling up to a stand then stand along to stepping and cruising. Gross and fine motor skills include developing skills by using sensory balls by rolling across the floor and rolling after the, developing fine motor skills by using hand held items such as paint brushes with water and paper and finger painting. Social and emotional learning takes place when there are attachments to familiar adults, self-soothing behaviors are encouraged, development of self by recognizing self in mirror, expressing emotions through facial expressions and gestures, and signing and clapping along with songs.

Our LPN nurse will monitor and track immunizations and physicians' appointments for babies' moms and their children, as well as provide health assessments and make community referrals when needed

3. Adequacy of Resources

NHPS system has allocated appropriate space in order for this program to adequately operate on a daily basis.

The SPPT Program will include a full-time program coordinator/social worker which NHPS will be responsible for funding her salary. This social worker has coordinated and managed the program for past seven years and will continue in this capacity. A half-time LPN nurse will conduct medical health assessments and monitor and track immunizations and medical appointments. She will also provide workshops that were defined in the Activities Section of this proposal. A half-time male outreach worker will recruit young fathers and provide case management. During school hours, he will also provide fatherhood involvement services that were explained in the Activities Section of this proposal. The OEC SPPT grant will be responsible for the salary of this part-time employee who will continue employment no later than October 1, 2019 through June 30, 2020. Two social work student interns from Southern Connecticut State University (SCSU) will assist with individual and group counseling, as well as linking pregnant and parenting students to resources. This is an in-kind training opportunity and service will be provided by SCSU.

School-based health clinics will provide medical exams and birth control. Students will be encouraged to enroll in these clinics at the three high schools that provide these services. The other students will be linked to medical services by the LPN nurse.

New Haven Family Alliance, Inc. will provide additional fatherhood services in school after school hours as an in-kind service to program participants who are fathers.

Family Centered Services and Fair Haven Community Health Center will provide intensive home visiting services to eligible program participants and their families after school hours and during the summer months as an in-kind service.

Child Care Services will be provided "free of charge" for program participants who choose to place the two free centers. This is an in-kind program service.

NHPS school system will provide Head Start Pre-K services to those program participants' children who are three to five years of age.

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: Commissioner's Network Grant – Clinton Avenue School – Year 4

Grant Source and Agency: Connecticut State Department of Education (CSDE)

Total Amount Requested: \$860,000.00 **Due Date of Application:** 9/9/2019

System Contact: Kristina DeNegre –Principal – Clinton Avenue School

Telephone #: (475)-220-3300


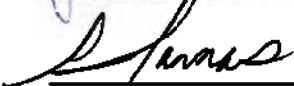

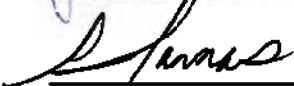

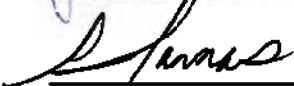
Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application. This is year four of a multi-year grant awarded to Clinton Avenue School by the CSDE. The purpose of this grant is to increase academic achievement among the students at Clinton Avenue School. We will achieve this by continuing a Project/Inquiry Based Learning Model (Blended Learning). In order to continue to implement this instructional change with fidelity and continue to have an impact on students' learning, we will continue to focus our instruction to a student-centered model where the teacher is a facilitator. This model will also be supported through technology and our Extended Learning Day Program. In addition, we will continue to focus on both Literacy and Math with a strong emphasis on individualized student learning plans.

TARGET: Schools/Unit: Clinton Avenue School
No. of Students: 502 **Grade Level(s):** K-8
Eligibility Criteria: N/A

GRANT PERIOD:	
From: (08/30/2019):	
To: (06/30/2020):	
<input type="checkbox"/> New	
<input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning	
<input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input type="checkbox"/> Action	
<input type="checkbox"/> Information	
<input type="checkbox"/> Support	
<input type="checkbox"/> Competitive	
<input type="checkbox"/> Entitlement	
<input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
 Kristina DeNegre

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1

ABSTRACT TIMETABLE	REVIEW						
Return to: _____	<table style="width: 100%;"> <tr> <td style="width: 50%;">Grants Manager</td> <td style="width: 50%; text-align: center;"></td> </tr> <tr> <td>Finance Manager</td> <td style="text-align: center;"></td> </tr> <tr> <td>Human Resource Manager</td> <td style="text-align: center;">_____</td> </tr> </table>	Grants Manager		Finance Manager		Human Resource Manager	_____
Grants Manager							
Finance Manager							
Human Resource Manager		_____					
Received: _____							
Board of Education FINANCE & OPERATIONS Meeting Date <u>10/20/19</u>							
Board of Education Meeting Date: <u>10/14/19</u>							
Due Date to Grantor: _____							

Proposed Project Title: Commissioner's Network Grant – Clinton Avenue School – Year 4

Total Amount Requested: \$860,000.00

Proposed Grant Receiving Agency: CSDE

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
		Teachers	
		Management	\$
8		Paraprofessionals – Meeting Salary	\$17,400.00.
15		After School Staff	\$40,000.00
TBD		Others: <i>Substitutes</i>	\$4,775.00
43		Stipends	\$265,000.00
		Longevity	
15		Summer Work - Teachers	15,000.00
		SUBTOTAL	\$342,175.00

NON PERSONNEL

	COST
Supplies & Materials	\$55,000.00
Student Transportation	\$10,000.00
Staff Travel/Workshop	\$
Internal Evaluation	\$
External Evaluation	\$
Independent Contractors	\$87,075.00
Equipment	\$58,290.00
Other	\$159,500.00
Indirect Costs, if allowed	\$
TOTAL NON- PERSONNEL	\$369,865.00

FIXED COSTS:

Health Benefits	\$138,330.00
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$7285.00
Workmen's Compensation	\$2345.00
SUBTOTAL	\$147,960.00
TOTAL PERSONNEL & FIXED COSTS	\$490,135.00

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down **percentages and amounts to be paid by grant and by NHPS**. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

Substitutes Explanation: Substitutes will be utilized to cover classrooms for ELA framework and Math Framework revisions and professional development throughout the year. Substitutes will also be hired to cover teachers for "Learning Walks" to improve instructional practices.

Teacher Stipends: staff will participate in three morning meetings per week and one additional staff meeting a month. These meetings will be designated for Data team, SRBI, Curriculum Meetings, and Grade Level meetings. This overall plan will support our instructional model and have a direct impact on student outcomes. We will use student baseline data to track the results of our efforts in focusing our instruction and our use of data to drive our instruction.

After School Staff: Funding for three days of afterschool/extended day programming for grades 1-8 students will continue in the 2019-2020 school year. The extended day program will provide academic supports to students (Literacy and Math), allow for an extension of our PBL learning model, and provide for enrichment opportunities for all students who participate.

Para-Professionals –training/Meeting Attendance: In an effort to extend our building of staffs' capacity within our school around Literacy and Math Initiatives, para-professionals will attend Monday Staff Meetings and three early morning meetings each week (T, W, TH) in order to participate in school-wide professional development. Para-professionals will gain the knowledge and training provided to staff in order to better support students and their needs. Their attendance in these two Monday meetings a month (20 meetings total) will also allow us to tailor training and professional development to the needs of our para-professionals. This plan is the next step in furthering the professional growth of every staff member.

Proposed Project Title: Commissioner's Network Grant – Clinton Avenue School – Year 4

Total Amount Requested: \$860,000.00

Proposed Grant Receiving Agency: CSDE

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes **Explain:** According to our Commissioner's Network Grant in year three of the grant New Haven Public Schools is obligated to fund 75% of all personnel with the CSDE funding 25%.

Linkage with other programs: None Yes **Explain:**

Local Fiscal costs, (include renovation): None Yes **Explain:**

Future local personnel obligations: None Yes **Explain:** According to our Commissioner's Network Grant in year three of the grant New Haven Public Schools is obligated to fund 75% of all personnel with the CSDE funding 25%. At the end of the three year grant the district is responsible for 100% of staff funding and additional supports if needed.

PROJECT OR GRANT REQUIREMENTS

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Local Maintenance | <input checked="" type="checkbox"/> Replication | <input checked="" type="checkbox"/> Parent Involvement |
| <input checked="" type="checkbox"/> In-Service Training | <input type="checkbox"/> Advisory Committee | <input type="checkbox"/> Linkage w/other Programs |
| <input type="checkbox"/> Non-Public School Involved | | <input type="checkbox"/> Dissemination |

ADDITIONAL RESTRICTIONS OR CONCERNS

SUBMITTING ADMINISTRATOR:

Kristina M. DeLuca 9/24/19
Signature Date

Proposed Project Title: Commissioner's Network Grant -Clinton Avenue School -Year 4

Total Amount Requested: \$860,000.00

Proposed Grant Receiving Agency: CSDE

SECTION IV: PROPOSED PERSONNEL

List, **individually**, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
15		Teacher	After School	6 months	TBD	YES -TBD	TBD
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	TBD	TBD	TBD
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Wanda Vasquez	YES	04137
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Ana Bruno	YES	03229
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Elsa Rivera	YES	04133
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Chemique Jimenez	YES	07890
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Lori Silverberg	YES	02246
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Natividad Perez	YES	02609
1		Para-Professional	Morning Meetings/Staff Meetings	9 months	Brian Pratt	YES	25853

V. PROPOSED CONTRACTS

List **individually**, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Buck Institute	In order to continue to build capacity among staff and provide support/guidance in implementing project-based/inquiry-based learning with focus and fidelity we will continue to work with the Buck Institute for Education through focused sustained support visits during the 2019-2020 school year. As a result, students at Clinton Avenue School students saw another 5% in ELA growth on SBA. In the 2018-2019 40% of students scored 3 or higher on SBA.	\$5500.00 per 1 session \$6000.00 per 2 sessions	\$17,500.00
Dr. Dee Cole	This individual will work with the Clinton Avenue School leadership and staff around rigorous classroom instruction and the implementation of effective interventions. The Leadership Advisor will continue to assist in gathering and analyzing student instructional data and assessment outcomes and to assist the leadership team and coaches in making instructional decisions school-wide. As a result of her support students at Clinton Avenue School students saw another 5% in ELA growth on SBA. In the 2018-2019 40% of students scored 3 or higher on SBA.	\$440.00 x 25 days	\$11,000.00
ACES	Clinton Avenue School staff will participate in a series of in house professional development sessions in collaboration with ACES throughout the 2019-2020 school year focusing on the CELP standards and the needs of our English language learners. The workshop series will allow teachers to take a deeper dive into the CELP standards with an emphasis on differentiation. In the 2018-2019 school year 18 students exited from ELL support and passed all five section of LAS links.	1,200.00 per day x 10 days	\$12,000.00
Great Minds	Great Minds will provide professional development focusing on components of Eureka Math. Funding is for Virtual PD session and Onsite Coaching (8) for administration and teaching staff. On-site coaching is grade-band specific (K-5 or 6-8) and session requires a pre-determined host grade level. Administration and coaches will also participate in these on-site sessions in order to improve instructional leaders' ability to support effective classroom practice. Session will help to improve educators' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson. Throughout these sessions educators collaborate to analyze teaching and learning in their school community A Eureka Math trainer will guide small groups in order to analyze and customize a selected lesson based on student data. Additional Funding will be used to provide half day grade level Professional Development around grade band content - a deep dive into the instruction and the content in each module. In addition Clinton Avenue School will also invest in Affirm online licenses to track students' progress and their achievement levels in order to plan according to their needs.	\$28,950.00 - resources \$2,625.00 Online Licenses	\$31,575.00
"In Class Today"	In 2019-2020 school year, Clinton Avenue School will focus on supporting identified students with attendance concerns. Incentives (Incentives to encourage student attendance: trophies, celebration lunch with parents, small prizes-school supplies with positive attendance message), family workshops, attendance posters, and literature that encourages good attendance will be some of the items purchased to support this initiative. We will also seek out support from "In Class Today" in order to manage supports and communicate with parents about attendance concerns.	\$7,270.00 – Service Contract \$7,730.00 – Attendance Incentives	\$15,000.00

FY 20 Network Budget

8 CN Grant Allocation:

Cost:	Network Grant:	Other Funding Source(s):
100: Personnel Services - Salaries		
After School Program Staff - Teachers - Stipend	\$ 40,000.00	
Substitute Days (18 days - 54 substitutes) - Framework PD, Math and Learning Walks - Coverage	\$ 4,775.00	
Para-Professional Monday Staff meetings and Morning Meetings - (Hourly Rate 14.50 x8)	\$ 17,400.00	
Curriculum Framework June Revision Work (15 teachers)	\$ 15,000.00	
Teacher Stipends - Before School Meetings and Extra Monday Meetings	\$ 265,000.00	\$ -
	100: Personnel Services - Salaries Subtotal: \$ 342,175.00	\$ -
200: Personnel Services - Benefits		
Teacher Stipends - Before School Meetings - Medicare/FICA	\$ 3,845.00	\$ -
Teacher Stipends - Before School Meetings - Health Benefits	\$ 108,650.00	
Teacher Stipends - Before School Meetings - WC	\$ 1,805.00	-
Para-Professional Meetings- FICA- Monday Staff meetings and Morning Meetings	\$ 1,335.00	
Para-Professional Meetings- WC- Monday Staff meetings and Morning Meetings	\$ 120.00	
Para-Professional- Health Benefits- Monday Staff meetings and Morning Meetings	\$ 7,130.00	
Substitute FICA (18 days)	\$ 375.00	
Substitute WC (18 days)	\$ 40.00	
Curriculum Framework June Revision Work (15 teachers) -Health Benefits	\$ 6,150.00	
Curriculum Framework June Revision Work (15 teachers) - WC	\$ 105.00	
Curriculum Framework June Revision Work (15 teachers)-FICA	\$ 1,150.00	
Teacher Stipends - After School Programming - Certified Teachers - Health Benefits	\$ 16,400.00	
Teacher Stipends - After School Programming - Certified Teachers -WC	\$ 275.00	
Teacher Stipends - After School Programming - Certified Teachers - Medicare/FICA	\$ 580.00	
	200: Personnel Services - Benefits Subtotal: \$ 147,960.00	\$ -
300: Purchased Professional and Technical Services		
Eureka Math Consultant/Math training/Affirm licenses	31,575.00	
Leadership Advisor - 25 days	11,000.00	
PBL World (Formally Buck Institute)	17,500.00	
Exemplars - Math Resources	2,500.00	
ELL Professional Development/Support ACES	12,000.00	
	300: Purchased Professional and Technical Services Subtotal: \$ 74,575.00	
400: Purchased Property Services		

	\$	-	
400: Purchased Property Services Subtotal:	\$	-	
500: Other Purchased Services			
Transportation - PBL Trips- Fieldtrips		10,000.00	
Culture and Climate Events - Schoolwide Events/Parents& Community Events/Student Events & Assemblies		27,000.00	
PBL Fieldtrips Admission		20,000.00	
Attendance Supports - "In Class Today"		15,000.00	
Imagine Math - K-6 - ELA Support Program		20,000.00	
Second Step - SEL Programming and Materials	\$	10,000.00	
500: Other Purchased Services Subtotal:	\$	102,000.00	
600: Supplies			
Project Inquiry Based Learning - Supplies (presentation boards, project binders, poster boards, fillament for 3D printers, etc...)	\$	25,000.00	
After School Program Supplies	\$	3,000.00	
Cultural Competency - Supplies and Teacher Resources	\$	7,000.00	
Curriculum Resources - Math, ELA, Science, Social Studies K-8	\$	90,000.00	
600: Supplies Subtotal:	\$	125,000.00	
700: Property			
Interactive White Boards (2)		\$17,290.00	
I-Pads (50)		\$35,000.00	
I-Pad carts (2)		\$6,000.00	
700: Property Subtotal:		\$58,290.00	
800: Other Objects			
School Items and School Gear for Students/Staff	\$	10,000.00	
	\$	-	
	\$	-	
800: Other Objects Subtotal:	\$	10,000.00	
Total:	\$	860,000.00	

Please complete the budget template below. Provide cost information and justifications, to summarize proposed investments and explain how they would contribute to the successful implementation of the school improvement plan and efforts to dramatically improve student achievement. List costs by their ED 114 cost category using the Uniform Chart of Accounts on the next page. If you need additional rows for a given cost category, please add rows to the template; unused rows can be left blank or deleted.

ED 114 Category	Cost Description	Budget Justification and Cost Basis	Cost
100	Substitutes	Substitutes will be utilized to cover classrooms for ELA framework and Math Framework revisions and professional development throughout the year. Substitutes will also be hired to cover teachers for "Learning Walks" to improve instructional practices.	\$4,775.00
100	Para-Professionals	In an effort to extended our building of staffs' capacity within our school around Literacy and Math Initiatives, para-professionals will attend Monday Staff Meetings and three early morning meetings each week (T, W, TH) in order to participate in school-wide professional development. Para-professionals will gain the knowledge and training provided to staff in order to better support students and their needs. Their attendance in these two Monday meetings a month (20 meetings total) will also allow us to tailor training and professional development to the needs of our para-professionals. This plan is the next step in furthering the professional growth of every staff member.	\$17,400.00
100	Staff Stipends	Staff will participate in three morning meetings per week and one additional staff meeting a month. These meetings will be designated for Data team, SRBI, Curriculum Meetings, and Grade Level meetings. This overall plan will support our instructional model and have a direct impact on student outcomes. We will use student baseline data to track the results of our efforts in focusing our instruction and our use of data to drive our instruction.	\$265,000.00
100	After School Staff	Teacher will work to support students in after school programming in both academics and in enrichment activities. After school programming will run in two sessions for 12 weeks. Students in grades K-8 will be serviced	\$40,000.00
100	Staff – Summer Work	In June of 2020 K-8 staff will have the opportunity to participate in curriculum revision of our current Math and ELA	\$15,000.00

		frameworks. 15 staff members will work over a three day period of time to review the current ELA framework modules and Math modules for revision. In addition, they will take a deep dive into priority grade level standards in order to have a better understanding of the scope and sequence of our curriculum in order to plan for more rigorous and individualized instruction. This work is critical to our school's success in that it allows teachers to continuously plan for a meet the needs of our ever-changing student population.	
200	FICA	For Substitutes, Para-Professional, and Staff stipends	\$7,285.00
200	Worker's Compensation	For Substitutes, Para-Professional, and Staff stipends	\$2,345.00
200	Health Benefits	For Teachers and Para-Professionals	\$138,330.00
300	Buck Institute PD 3 days 2019-2020 school year	In order to continue to build capacity among staff and provide support/guidance in implementing project-based/inquiry-based learning with focus and fidelity we will continue to work with the Buck Institute for Education through focused sustained support visits during the 2019-2020 school year. As a result, students at Clinton Avenue School students saw another 5% in ELA growth on SBA. In the 2018-2019 40% of students scored 3 or higher on SBA.	\$17,500.00
300	Dr. Dolores Cole	This individual will work with the Clinton Avenue School leadership and staff around rigorous classroom instruction and the implementation of effective interventions. The Leadership Advisor will continue to assist in gathering and analyzing student instructional data and assessment outcomes and to assist the leadership team and coaches in making instructional decisions school-wide. As a result of her support students at Clinton Avenue School students saw another 5% in ELA growth on SBA. In the 2018-2019 40% of students scored 3 or higher on SBA.	\$11,000.00
300	ACES	Clinton Avenue School staff will participate in a series of in house professional development sessions in collaboration with ACES throughout the 2019-2020 school year focusing on the CELP standards and the needs of our English language learners. The workshop series will allow teachers to take a deeper dive into the CELP standards with an emphasis on differentiation. In the 2018-	\$12,000.00

		2019 school year 18 students exited from ELL support and passed all five section of LAS links.	
300	Math Exemplars	Exemplars Problem Solving for the 21st Century: Built for the Common Core is an online instructional resource for teachers to use differentiated performance-based assessment and instruction to support the Connecticut Core Standards for Mathematical Content and Practices. The Math Coach will attend a one day intensive training on program implementation and will use this product to provide professional development for teachers to introduce instructional techniques that will promote students' higher-order thinking skills, mathematical communication, and differentiation to address individual students' literacy and mathematical levels. This product will also support students' development of critical thinking, reasoning, and self-assessment.	\$2500.00
		Great Minds will provide professional development focusing on components of Eureka Math. Funding is for Virtual PD session and Onsite Coaching (8) for administration and teaching staff. On-site coaching is grade-band specific (K-5 or 6-8) and session requires a pre-determined host grade level. Administration and coaches will also participate in these on-site sessions in order to improve instructional leaders' ability to support effective classroom practice. Session will help to improve educators' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson. Throughout these sessions educators collaborate to analyze teaching and learning in their school community A Eureka Math trainer will guide small groups in order to analyze and customize a selected lesson based on student data. Additional Funding will be used to provide half day grade level Professional Development around grade band content - a deep dive into the instruction and the content in each module. In addition Clinton Avenue School will also invest in Affirm online licenses to track students' progress and their achievement levels in order to plan according to their needs.	
300	Great Minds		\$31,575.00

300	InClassToday	In 2019-2020 school year, Clinton Avenue School will focus on supporting identified students with attendance concerns. Incentives (Incentives to encourage student attendance: trophies, celebration lunch with parents, small prizes-school supplies with positive attendance message), family workshops, attendance posters, and literature that encourages good attendance will be some of the items purchased to support this initiative. We will also seek out support from "in Class Today" in order to manage supports and communicate with parents about attendance concerns.	\$15,000.00
400			
500	PBL Field Trip Admission	Staff will continue to implement the Project and Inquiry Base learning Model (PBL) for the 201-2020 school year. Students will continue to participate in hands on learning that is standards based aligned. It is through research, first hand experiences (field trips, community partners, and access to enrichment experiences, research based learning programs) that our students will develop knowledge and maximize their learning.	\$20,000.00
500	Transportation – PBL Trips	Transportation to specific locations in order to support students in the Project and Inquiry Based Learning model.	\$10,000.00
500	Culture and Climate Events	Clinton Avenue School will continue to implement the PBIS acronym and continue with Restorative Practices. Staff will continue to focus on a "common language" and the behavior matrix. As a school we will continue to look strategically at behavioral data to support students in need. We will schedule monthly celebrations for students, monthly incentives for students and families, monthly family events/workshops aligned to school goals, use of positive incentives to support the full implementation of our PBIS model, and conduct monthly "Culture and Climate walkthroughs" to insure implementation of these new systems with fidelity. As a school we will continually assess our PBIS model and use of Restorative Practices through gathering data from the aforementioned approach.	\$27,000.00
500	Imagine Math K-6	Clinton Avenue School will continue to utilize an adaptive, online K-8 ELA Support	\$20,000.00

		<p>program designed to complement classroom instruction and support students in ELA concepts and skills. Imagine ELA has a challenging, standards-aligned curriculum, available in English and Spanish, that is evidence based to promote student growth and deeper conceptual understanding by encouraging different pathways to solving problems. This program will be used to support a strong foundation in the necessary math skills in order to deepen students' understanding of ELA concepts. Teachers will utilize Imagine in their classroom for additional supports and students will be able to access Imagine from their home.</p>	
500	Second Step – SEL Programming and Materials	<p>Kindergarten through Grade 4 teachers will launch Second Step. Second Step is a program rooted in social-emotional learning (SEL) that helps transform schools and trains staff to implement a supportive, successful learning environment uniquely equipped to encourage children to thrive. Second Step takes a holistic approach to help create a more empathetic society by providing education professionals, families, and the larger community with tools to enable them to take an active role in the social-emotional growth and safety of today's children.</p>	\$10,000.00
600	PBL Learning Supplies	<p>Supplies and Materials will be purchased for students to develop and execute PBL Projects. These supplies will support our PBL initiative and culminating projects for each PBL unit.</p>	25,000.00
600	Curriculum Resources	<p>Literacy/Math/Science/Social Studies Resource Allocation: In order to support our Literacy and Math focus, Clinton Avenue School will invest in multiple resources for grades K-8 (Leveled Libraries, Non-Fiction texts, Fiction Texts, Spanish Resources for Dual Language, Enrichment Materials, Math Materials, Teacher PLC Resources). These resources will support the ELA curriculum framework, Math Curriculum, whole group and small group instruction, interventions for all students, PBL, and personalized learning communities. In addition, these resources will help to build classroom libraries, support students as they build their reading and math capacity, and provide intervention for ELL students specifically grades 3-8 in our Dual Language Program. In addition, other resources will be purchased.</p>	\$90,000.00

		for cross-curricula work in the areas of Science and Social Studies to support the ELA and Math focus.	
600	Cultural Competencies – Supplies and Resources	Staff will participate in a series of workshops/PLC's within our school. Resources will be purchased to support our staffs understanding of cultures which we encounter and implicit biases that may occur.	\$7,000.00
600	After School Supplies	Supplies will be purchased to support after school programming both academics and enrichment activities in order to support our students who attend after school.	\$3000.00
700	Interactive White Board	Clinton Avenue will continue to invest in technology in order to provide our students the most up to date and latest tools for learning. Teachers will be able to utilize additional technology in the classroom and in other designated spaces throughout our school. 100% of classrooms will have access to this new technology in order to support their students learning.	\$17,290.00
700	I-Pads (50)	Clinton Avenue will continue to invest in technology in order to provide our students the most up to date and latest tools for learning. For the 2019-2020 school year we will purchase additional technology to support students and teachers as we continue implement Project/Inquiry based instructional model. Teachers will be able to utilize additional technology in the classroom and in other designated spaces throughout our school.	\$35,000.00
700	I-Pad Carts (2)	Units will be purchased to store I-Pads for student use.	\$6,000.00
800	School Items and School Gear	Items will be purchased to support the PBIS initiative in order to promote school spirit. We will schedule monthly celebrations for students, monthly incentives for students and families, monthly family events/workshops aligned to school goals	\$10,000.00
800			
Total:			\$860,000.00

ED114 Cost Categories – Uniform Charts of Accounts

Please code all expenditures in accordance with the state's Uniform Charts of Accounts as summarized below.

CODE:	OBJECT:
100	PERSONNEL SERVICES – SALARIES. Amounts paid to both permanent and temporary grantee employees including personnel substituting for those in permanent positions. This includes gross salary for personnel services rendered while on the payroll of the grantees.
200	PERSONNEL SERVICES – EMPLOYEE BENEFITS. Amounts paid by the grantee on behalf of employees; these amounts are not included in the gross salary, but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, nevertheless are parts of the cost of personnel services.
300	PURCHASED PROFESSIONAL AND TECHNICAL SERVICES. Services, which by their nature can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, technical assistance support organizations, school management partners, etc.
400	PURCHASED PROPERTY SERVICES. Services purchased to operate, repair, maintain, and rent property owned or used by the grantee. Persons other than grantee employees perform these services. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.
500	OTHER PURCHASED SERVICES. Amounts paid for services rendered by organizations or personnel not on the payroll of the grantee (separate from Professional and Technical Services or Property Services). While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.
600	SUPPLIES. Amounts paid for items that are consumed, worn out, or deteriorated through use; or items that lose their identity through fabrication or incorporation into different or more complex units or substances.
700	PROPERTY. Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment, and replacement of equipment.
800	OTHER OBJECTS. (Miscellaneous Expenditures) Expenditures for goods or services not properly classified in one of the above objects. Included in the category could be expenditures for dues and fees, judgments against a grantee that are not covered by liability insurance, and interest payments on bonds and notes.

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. Please state specific goals for this grant or the grant period.

Goal: In alignment with ESSA goal targets, Clinton Avenue will see an increase for the School Performance Index (SPI) for English Language Arts (ELA) from 61.1 in 2017-2018 to 61.5 (+.4) in 2019-2020. Under the Smarter Balanced Growth Model improve the average percentage of target achieved in ELA from 62.1% in 2017-2018 to 69.4% (+7.3%) in 2019-2020. In alignment with ESSA goal targets, Clinton Avenue will see an increase in School Performance Index (SPI) for Math from 51.6 in 2017-2018 to 53.0 (+1.4) in 2019-2020. Under the Smarter Balance Growth Model Clinton Avenue School will improve the average percentage of target achieved in Math from 66.6% in 2017-2018 to 67.2% (+.6) in 2019-2020.

This plan is designed to continue to improve student achievement and guide our students as they acquire 21st century skills necessary to be successful in post-secondary education and careers. Clinton Avenue School's teachers, who will continue be trained in and implement Project Based Learning (PBL) methods, will devote more class time to teaching 21st century skills; our students will perform better on standardized tests than students engaged in traditional instruction. PBL will continue to foster collaboration among colleagues, and provide opportunities to build relationships with students and their families. Additionally, the PBL model will continue to accommodate our diverse learners by introducing a wider range of learning opportunities into the classroom. Students learning through the Project Based Learning model (PBL) will retain content longer and have a deeper understanding of what they are learning. Project Based Learning (PBL) is a strategy we will use to close the achievement gap by engaging all students, and especially lower-achieving students, in their learning. With additional technology, our teachers and students will find resources and information to create products and collaborate more effectively with their peers, connect with experts, partners, and audiences around the world. In our PBL classrooms, our students will demonstrate improved attitudes toward learning, student engagement will be high, and students will become more self-reliant and have better attendance than in more traditional settings. Students will have an opportunity to expand their learning in our Extended Learning Day programs to not only sharpen the skills they are learning but to put those skills into practice.

The Leadership Advisor will work with the Clinton Avenue School leadership and staff around rigorous classroom instruction and the implementation of effective interventions. The Leadership Advisor will continue to assist in gathering and analyzing student instructional data and assessment outcomes and to assist the leadership team and coaches in making instructional decisions school-wide. This individual will also participate in data team meetings with all grade levels, attend grade level and vertical team meetings when necessary, and work specifically with identified teachers to support instruction.

All K-8 teachers will participate in on site Math training, provided by Eureka/Great Minds, in order to support their conceptual understanding of Math concepts and skills in order to provide instruction of these skills and concepts and meaningful understanding to their students. This Math training will help K-8 teachers deepen their understanding of mathematics through hands-on problem-solving. Teachers will work through concrete, pictorial, and abstract concepts to better instruct students in Math. In addition, teachers in K-8 will have a better understanding of the scope and sequence of our curriculum in order to plan for more rigorous and individualized instruction.

Clinton Avenue School staff will continue to participate in a series of in house professional development sessions in collaboration with ACES throughout the 2019-2020 school year focusing on the CELP standards and the needs of our English language learners. The workshop series will allow teachers to take a deeper dive into the CELP standards with an emphasis on differentiation using an approach that focuses on student work, student assessment data, and instructional practices to best support all students. The ELL Advisor will participate in data team meetings, academic walk-throughs, and grade level meetings and will provide specific actionable feedback as well as professional learning. Each grade level will have the opportunity to work with the ELL advisor around specific instructional needs focusing on our support of ELL students. Last school year Clinton Avenue School was

successful in exiting 18 students from ELL supports as a result of an overall passing score on the LAS Links Assessment.

In 2019-2020 school year, Clinton Avenue School will focus on supporting identified students with attendance concerns. Incentives (Incentives to encourage student attendance: trophies, celebration lunch with parents, small prizes-school supplies with positive attendance message), family workshops, attendance posters, and literature that encourages good attendance will be some of the items purchased to support this initiative. We will also seek out support from "In Class Today" in order to manage supports and communicate with parents about attendance concerns. We will take a proactive approach to chronic absenteeism to continue to decrease the number of students who are chronically absent. Last year (2018-2019) our chronic absenteeism rate was 16% a decrease of 2% from the previous year.

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

In the 2018-2019 School Year we saw an additional 5% gain in ELA in grades 3-8 on the Smarter Balance Assessment achievement of proficiency levels or higher (17.3% over the course of three years). Our out of school suspension data for the 2018-2019 school year decreased from 2% to 1%. 100% of our teachers implemented the Project and Inquiry based learning model and the use of technology in the classroom also increased by 100%. In addition, we saw an overall increase of 18% in parent attendance to school-wide events. We have set targets around our ESSA goals this year as follows: In alignment with ESSA goal targets, Clinton Avenue will see an increase for the School Performance Index (SPI) for English Language Arts (ELA) from 61.1 in 2017-2018 to 61.5 (+.4) in 2019-2020. Under the Smarter Balanced Growth Model improve the average percentage of target achieved in ELA from 62.1% in 2017-2018 to 69.4% (+7.3%) in 2019-2020. In alignment with ESSA goal targets, Clinton Avenue will see an increase in School Performance Index (SPI) for Math from 51.6 in 2017-2018 to 53.0 (+1.4) in 2019-2020. Under the Smarter Balance Growth Model Clinton Avenue School will improve the average percentage of target achieved in Math from 66.6% in 2017-2018 to 67.2% (+.6) in 2019-2020.

2. How does this grant address School Reform goals?

This proposal will continue to allow teachers to become facilitators in their students learning. In a Project Based Learning Model teachers will continue to work collaboratively in order to guide students in answering researched based questions. PBL will also lend itself to opportunities for our teachers to authentically assess their students providing them with multiple opportunities to evaluate. More importantly, the Project Based Learning Model will continue to accommodate our diverse learners by introducing a wider range of learning opportunities into the classroom. In specific content areas, PBL will be more effective than traditional methods for teaching math, economics, language, science, and other disciplines because students will be partaking in hands-on research based learning. Research has also shown that students demonstrate better problem-solving skills in the PBL model than in more traditional classes, and are able to apply what they learn to real-life situations. In a PBL model our CAS students will continue to show an increase in their critical thinking ability, their ability to work collaboratively, and their ability to resolve conflicts. PBL will provide our students with an authentic learning experience utilizing all learning modalities in the process of researching and solving a problem, then communicating the solutions. In addition, PBL supports the Common Core standards which emphasize real-world. The additional the leadership team and staff will participate in additional work around supporting our ELL students in participating in a series of in house professional development sessions in collaboration with ACES throughout the 2019-2020 school year focusing on the CELF standards and the needs of our English language learners. The workshop series will allow teachers to take a deeper dive into the CELF standards with an emphasis on differentiation using an approach that focuses on student work, student assessment data, and instructional practices to best support all students. Our staff will also participate in on site Math training, provided by Great Minds/Eureka, in order to support their conceptual understanding of Math concepts and skills in order to provide instruction of these skills and concepts and meaningful understanding to their students. This Math training will help K-8 teachers deepen their understanding of mathematics through hands-on problem-solving. Teachers will work through concrete, pictorial, and abstract concepts to better instruct students in Math. In addition, teachers in K-8 will have a better understanding of the scope and sequence of our curriculum in order to plan for more rigorous and individualized instruction.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

Clinton Avenue School staff launched a Project Based Learning Model (PBL) at the beginning of the 2016-2017 school year. The PBL model provides our students with an authentic learning experience utilizing all learning modalities in the process of researching and solving a problem and then communicating the solutions. In addition, the PBL model supports the Common Core standards which emphasize real-world application of knowledge and the skills highlighted helping students to meet the goals of the Common Core. It is through Project Based Learning (PBL) that students will retain content longer and have a deeper understanding of what they are learning. In specific content areas, PBL will be more effective than traditional methods because students will be participating in hands-on research based learning. On high-stakes tests, CAS students will perform as well or better than traditionally taught students. The PBL model will also help our students' master the key competencies (21st Century Skills) identified as essential for college and career readiness. Student engagement will be high and CAS will create a safe and rigorous learning environment.

In order to continue to build capacity among staff and provide support/guidance in implementing project-based/inquiry-based learning with focus and fidelity (launched in 2016-2017 school year), we will continue to work with the Buck Institute for Education through focused sustained support visits during the 2018-2019 school year. There will be three sustained visits throughout the 2019-2020 school year. These support visits will be tailored to the needs of staff through surveys, walkthroughs, and debrief sessions.

Clinton Avenue School leadership and staff will continue to work alongside a leadership advisor around rigorous classroom instruction and the implementation of effective interventions. The Leadership Advisor will continue to assist in gathering and analyzing student instructional data and assessment outcomes and to assist the leadership team and coaches in making instructional decisions school-wide. This individual will also participate in data team meetings with all grade levels, attend grade level and vertical team meetings when necessary, and work specifically with identified teachers to support instruction.

In the 2019-2020 school year, all K-8 teachers will continue to participate in on site Math training, provided by Great Minds/Eureka, in order to support their conceptual understanding of Math concepts and skills in order to provide instruction of these skills and concepts and meaningful understanding to their students. This Math training will help K-8 teachers deepen their understanding of mathematics through hands-on problem-solving. Teachers will work through concrete, pictorial, and abstract concepts to better instruct students in Math. In addition, teachers in K-8 will have a better understanding of the scope and sequence of the curriculum in order to plan for more rigorous and individualized instruction.

Clinton Avenue School staff will continue to participate in a series of in house professional development sessions in collaboration with ACES throughout the 2019-2020 school year focusing on the CELP standards and the needs of our English language learners. The workshop series will allow teachers to take a deeper dive into the CELP standards with an emphasis on differentiation using an approach that focuses on student work, student assessment data, and instructional practices to best support all students. The ELL Advisor will participate in data team meetings, academic walk-throughs, and grade level meetings and will provide specific actionable feedback as well as professional learning. Each grade level will have the opportunity to work with the ELL advisor around specific instructional needs focusing on our support of ELL students.

Staff will also continue to participate in three morning meetings per week. These meetings will be designated for Data team, SRBI, Curriculum Meetings, and Grade Level meetings. This overall plan will support our instructional model and have a direct impact on student outcomes. We will use student baseline data to track the results of our efforts in focusing our instruction and our use of data to drive our instruction. In an effort to extend our building of staffs' capacity within our school around Literacy and Math Initiatives, para-professionals will attend Monday Staff Meetings and three early morning meetings each week (T, W, TH) in order to participate in school-wide professional development. Para-professionals will gain the knowledge and training provided to staff in order to better support students and their needs. Their attendance in these two Monday meetings a month (20 meetings total) will also allow us to tailor training and professional development to the needs of our para-professionals. This plan is the next step in furthering the professional growth of every staff member.

Over the course of the 2019-2020 school year, Clinton Avenue will continue to develop and modify Literacy and Math Frameworks for grades K-8 focusing on aligning with CCS Standards. This framework will continue to assist in prioritizing literacy and math standards for grades K-8 all the while scaffolding instruction to meet the needs of students. Teachers will continue to utilize existing curriculum, resources, develop common formative assessments, and use reflective practices to create, develop and implement the framework. Grades K-8 teachers will also partake in 1/2 day release time as professional development days around the framework and continue their work around these identified priority standards and implement this framework for all subject areas with fidelity. There will be six release days for Literacy work and six release days for Math work so that staff can continue to work on this

framework as a grade level with guidance from coaches and leadership advisor. In addition we will conduct a series a "Learning Walks" in order to build teachers' capacity around planning, rigorous instruction, and differentiation.

Funding for three days of afterschool/extended day programming for grades 1-8 students will continue in the 2019-2020 school year. The extended day program will provide academic supports to students (Literacy and Math), allow for an extension of our PBL learning model, and provide for enrichment opportunities for all students who participate.

Lastly, throughout the 2019-2020 school year teachers will continue to participate in "Learning Walks" in collaboration with administration and coaches in order to support their own instructional practices. Teachers will be able to conduct instructional rounds, participate in collegial conversations, and gain support in implementing "best practices" in rigorous instruction. The "Learning Walks" will be focused to meet the needs of teachers all the while allowing other teachers to showcase their high level of expertise in instruction.

REQUIRED:

A COPY OF THE GRANT APPLICATION MUST BE ATTACHED TO THE ABSTRACT.

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: 21st Century Community Learning Centers
21st Century Cohort XVI (Davis/Bishop Woods)

Grant Source and Agency: CSDE

Total Amount Requested: \$200,000.00 **Due Date of Application:**
N/A

System Contact: Gemma Joseph Lumpkin

Telephone #: 475-220-1060



Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

The grant provides for enrichment and recreation programs that take place outside regular school hours.
YEAR 3 of 5

GRANT PERIOD:	
From: (mm/dd/year): 07/01/2019	
To: (mm/dd/year): 09/30/2020	
<input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning <input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Support <input type="checkbox"/> Competitive <input type="checkbox"/> Entitlement <input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Gemma Joseph Lumpkin

TARGET: Schools/Unit: Davis, Bishop Woods
No. of Students: 75 per school, 150 total **Grade Level(s):** K-8
Eligibility Criteria: Attending Davis or Bishop Woods

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
ABSTRACT TIMETABLE	REVIEW
Return to: _____	Grants Manager <u></u> Finance Manager <u></u> Human Resource Manager _____
Received: _____	
Board of Education FINANCE & OPERATIONS Meeting Date <u>10/7/19</u>	
Board of Education Meeting Date: <u>10/15/19</u>	
Due Date to Grantor: _____	

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$200,000.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
	19	Teachers	\$76,000.00
	8	Paraprofessionals	\$21,000.00
		Clerks	\$
		Stipends	\$
	2	Others	\$3,000.00
		Longevity	\$
		SUBTOTAL	\$100,000.00

NON PERSONNEL

	COST
Supplies & Materials	\$1,500.00
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$5,000.00
Independent Contractors	\$85,250.00
Equipment	\$
Other	\$4,250.00
Indirect Costs, if allowed	\$
TOTAL	\$96,000.00
NON- PERSONEL	

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$3,288.00
Workmen's Compensation	\$712.00
SUBTOTAL	\$104,000.00

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down **percentages and amounts to be paid by grant and by NHPS**. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

Salary: The cost for salaries covers twenty six (26) Part Time Certified Teachers, eight (8) Para-Professional staff, and two (2) Data Coordinators

In-Kind/Match: Non-cash in-kind of contribution of \$50,000.00 relating to use of buildings.

Fica/Medicare/Workmans Comp: This cost was calculated using a blended rate of 4%, as different staff types make contributions at different levels. The match on salary and benefits of \$4,800.00 reflects a pro-rated share (4.4%) of salary and benefits of program staff and is an allocation of an existing general fund expense, not an additional general fund expense.

Contracted Services: With the exception of Cross Sector Consulting, contractors will provide programming to students attending Davis and Bishop Woods. Tentative contractors are ARTE Inc., Little Scientists, Boys and Girls Club, Bodyworkers LLC., and Eli Whitney Museum. Cross Sector Consulting will provide external evaluations for both sites at a total cost of \$5,000.00.

Other: \$5,000.00 of the 'Other' non personnel costs will be used for field trips and parent engagement activities at John C. Daniels and East Rock.

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$200,000

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes **Explain:**

Linkage with other programs: None Yes **Explain:**

Local Fiscal costs, (include renovation): None Yes **Explain:**

Future local personnel obligations: None Yes **Explain:**

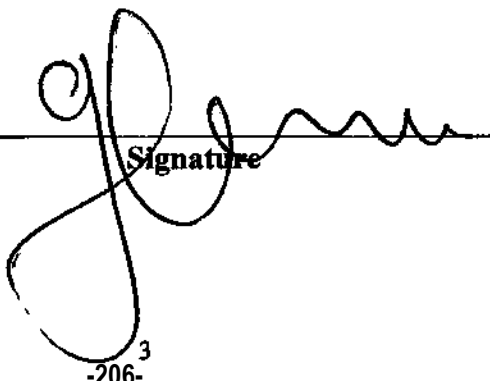
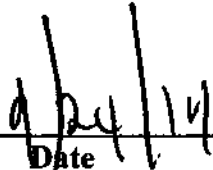
PROJECT OR GRANT REQUIREMENTS

- | | | |
|---|---|--|
| <input type="checkbox"/> Local Maintenance | <input type="checkbox"/> Replication | <input checked="" type="checkbox"/> Parent Involvement |
| <input type="checkbox"/> In-Service Training | <input type="checkbox"/> Advisory Committee | <input checked="" type="checkbox"/> Linkage w/other Programs |
| <input type="checkbox"/> Non-Public School Involved | | <input checked="" type="checkbox"/> Dissemination |

ADDITIONAL RESTRICTIONS OR CONCERNS

This abstract is submitted with state approval of the submitted program budget.

SUBMITTING ADMINISTRATOR: _____

 
Signature Date

Proposed Project Title: 21st Century Cohort XVI (Davis/Bishop Woods)

Total Amount Requested: \$200,000.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION IV: PROPOSED PERSONNEL

List, **individually**, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
	1	Teacher	Building Leader	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Building Leader	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
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	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
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	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	TBD	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	TBD	TBD

V. PROPOSED CONTRACTS

List **individually**, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate **N/A** in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Cross Sector Consulting	External Evaluation	\$2,500/site	\$5,000.00
ARTE Inc.	Enrichment Program and Academic Support	\$250/per ses.	\$8,000.00
Little Scientists	STEM program	\$150/per ses.	\$9,000.00
Boys and Girls Club	Enrichment activities and Academic Support	\$400.00/ per ses.	\$56,775.00
Bodyworkers LLC	Health and wellness activities (zumba, dance, aerobic exercise)	\$150.00 per session	\$3,475.00
Eli Whitney Museums	Hands on activities which promote STEM	\$330.00 per ses.	\$8,000.00

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. Please state specific goals for this grant or the grant period.

The specific goals for this grant period are:

1. To serve 75 students at each site. In order for a student to be considered served, that student must attend 60% of the program days.
2. To provide high quality educational, enrichment and recreational activities outside of regular school hours. Meeting the 'high quality' component of this goal will be based on evaluations performed by the state. Site visits by the external evaluator will be used to identify program deficiencies so that they can be corrected prior to state inspections.
3. The program shall operate for at least 100 days.
4. 5% of total program funds shall be spent on parent engagement activities.

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

Goals for the past year were identical to current year goals described in 1a. During the previous grant period Bishop Woods served 54 students daily with plans to reach goals of serving 75 students, Davis exceeded their attendance goal of 75 by serving 141 students, respectively. Both sites provided a wide variety of activities, including homework help, educational trips,

recreational sports and technology based activities, and other activities of an enriching nature, which were deemed high quality by the external evaluator and confirmed as such by the state. Both schools provided activities that met specific needs of their student population, and which were supervised by engaged and enthusiastic program staff. The required 5% of program funds was spent on engagement activities. Davis ran for 164 days, and Bishop Woods 135.

2. How does this grant address School Reform goals?

This grant addresses school reform goals by providing students with increased access to enriching activities and by engaging parents to develop stronger parent/school relationships.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

This grant aims to improve student performance by providing activities that reinforce and build upon the regular day curriculum, by providing enriching activities that are not included in the regular day curriculum but that can be considered an enhancement, and by using the diverse program offerings as incentives for students to attend school regularly.

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: 21st Century Community Learning Centers
21st Century Cohort XVI (Wexler / Troup)

Grant Source and Agency: CSDE

Total Amount Requested: \$190,000.00 **Due Date of Application:**
N/A

System Contact: Gemma Joseph Lumpkin

Telephone #: 475-220-1060

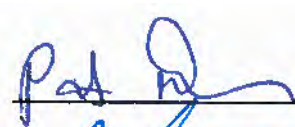

Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

The grant provides for enrichment and recreation programs that take place outside regular school hours.
YEAR 1 of 5

GRANT PERIOD:	
From: (mm/dd/year): 07/01/2019	
To: (mm/dd/year): 09/30/2020	
<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning <input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Support <input type="checkbox"/> Competitive <input type="checkbox"/> Entitlement <input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Gemma Joseph Lumpkin

TARGET: Schools/Unit: Wexler, Troup
No. of Students: 75 at Troup and 60 at Wexler-Grant, 135 total **Grade Level(s):** K-8
Eligibility Criteria: Attending Wexler or Troup

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
ABSTRACT TIMETABLE	REVIEW
Return to: _____ Received: _____ Board of Education FINANCE & OPERATIONS Meeting Date <u>10/7/19</u> Board of Education Meeting Date: <u>10/14/19</u> Due Date to Grantor: _____	Grants Manager <u></u> Finance Manager <u></u> Human Resource Manager _____

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$190,000.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
	15	Teachers	\$63,500.00
	8	Paraprofessionals	\$24,000.00
		Clerks	\$
		Stipends	\$
	2	Others	\$3,000.00
		Longevity	\$
		SUBTOTAL	\$90,500.00

NON PERSONNEL

	COST
Supplies & Materials	\$3,138.00
Student Transportation	\$
Staff Travel	\$200
Internal Evaluation	\$
External Evaluation	\$5,000.00
Independent Contractors	\$76,204.00
Equipment	\$
Other	\$12,000.00
Indirect Costs, if allowed	\$
TOTAL	\$96,542.00
NON- PERSONEL	

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$2,558.00
Workmen's Compensation	\$ 400.00
SUBTOTAL	\$93,458.00

Notes:

- 1) **Total Personnel and Non Personnel columns must equal grant total.**
- 2) **The Abstract budget must be aligned with the Grant Application budget/ED114.**
- 3) **All applications should budget for staff development (stipends) and evaluation wherever appropriate.**

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and amounts to be paid by grant and by NHPS. **Other;** and **All Non- Personnel items**. If additional space is needed, continue to next page.

Salary: The cost for salaries covers nineteen (15) Part Time Certified Teachers, eight (8) Para-Professional staff, and two (2) others/Data Coordinators

In-Kind/Match: Non-cash in-kind of contribution of \$50,000.00 relating to use of buildings.

FICA/Medicare/Workmen's Comp: This cost was calculated using a blended rate of 4%, as different staff types make contributions at different levels. The match on salary and benefits of \$4,000.00 reflects a pro-rated share of salary and benefits and is an allocation of an existing general fund expense, not an additional general fund expense.

Contracted Services: With the exception of Cross Sector Consulting, contractors will provide programming to students attending Troup and Wexler-Grant. Tentative contractors are ARTE Inc., Little Scientists, Boys and Girls Club, Bodyworkers LLC., and Eli Whitney Museum. Cross Sector Consulting will provide external evaluations for both sites at a total cost of \$5,000.00.

Other: \$3,000.00 of the 'Other' non personnel costs will be used for field trips and parent engagement activities at Wexler and Troup. This line provides \$9,000.00 to support professional learning, data base management (Cayen), quality advising, technical assistance and evaluation cost.

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$190,000.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes **Explain:**

Linkage with other programs: None Yes **Explain:**

Local Fiscal costs (include renovation): None Yes **Explain:**

Future local personnel obligations: None Yes **Explain:**

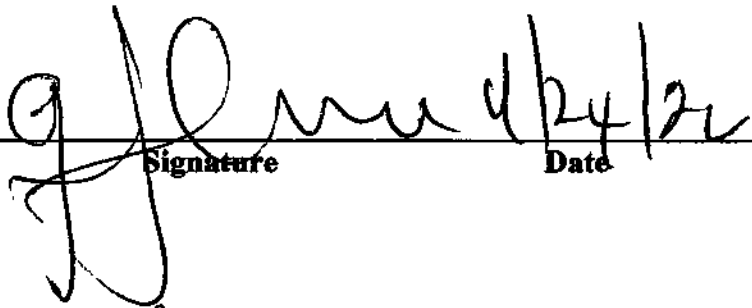
PROJECT OR GRANT REQUIREMENTS

- Local Maintenance Replication Parent Involvement
- In-Service Training Advisory Committee Linkage w/other Programs
- Non-Public School Involved Dissemination

ADDITIONAL RESTRICTIONS OR CONCERNS

This abstract is submitted with state approval of the submitted program budget.

SUBMITTING ADMINISTRATOR:


Signature _____ Date _____

Proposed Project Title: 21st Century Cohort XVI (Davis/Bishop Woods)

Total Amount Requested: \$190,000.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION IV: PROPOSED PERSONNEL

List, individually, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
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	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	TBD	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	TBD	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	TBD	TBD

V. PROPOSED CONTRACTS

List individually, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Cross Sector Consulting	External Evaluation	\$2,500/site	\$5,000.00
The Monk Center	Enrichment Program and Academic Support	\$250/per ses.	\$22,000.00
TBD	STEM program	TBD	\$13,000.00
Bodyworkers LLC	Health and wellness activities (zumba, dance, aerobic exercise)	\$150.00/ per ses.	\$5,400.00
Music Haven		\$150.00 per session	\$8,064.00
Eli Whitney Museums	Hands on activities which promote STEM	\$330.00 per ses.	\$7,100.00
NH Park, Rec, and Trees	Enrichment Program and academic Support, community engagement activities	\$173.33 per day	\$20,640.00

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. **Please state specific goals for this grant or the grant period.**
 The specific goals for this grant period are:
 1. To serve 75 students at Troup and 60 at Wexler-Grant. In order for a student to be considered served, that student must attend 60% of the program days.
 2. To provide high quality educational, enrichment and recreational activities outside of regular school hours. Meeting the 'high quality' component of this goal will be based on evaluations performed by the state. Site visits by the external evaluator will be used to identify program deficiencies so that they can be corrected prior to state inspections.
 3. The program shall operate for at least 100 days.
 4. 5% of total program funds shall be spent on parent engagement activities.
 - a. **If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed: N/A**

2. How does this grant address School Reform goals?

This grant addresses school reform goals by providing students with increased access to enriching activities and by engaging parents to develop stronger parent/school relationships.

3. Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)

This grant aims to improve student performance by providing activities that reinforce and build upon the regular day curriculum, by providing enriching activities that are not included in the regular day curriculum but that can be considered an enhancement, and by using the diverse program offerings as incentives for students to attend school regularly.

ABSTRACT

SPECIAL FUND PROPOSAL

Section I. BASIC INFORMATION

Proposed Project Title: 21st Century Community Learning Centers

Grant Source and Agency: CSDE

Total Amount Requested: \$142,500.00 **Due Date of Application:** N/A

System Contact: Gemma Joseph Lumpkin

Telephone #: 475-220-1060

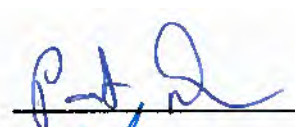
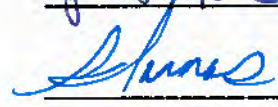
Description of Project: Provide a brief description below. Use Section VI to outline specific objectives and strategies relating to goals described in the application.

The grant provides for enrichment and recreation programs that take place outside regular school hours.
YEAR 4 of 5

GRANT PERIOD:	
From: (mm/dd/year): 07/01/2019	
To: (mm/dd/year): 09/30/2020	
<input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation	
Previous Bd. of Ed. Approval:	
<input type="checkbox"/> Planning <input checked="" type="checkbox"/> Operational	
Bd. of Ed. Information	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information <input type="checkbox"/> Support <input type="checkbox"/> Competitive <input type="checkbox"/> Entitlement <input checked="" type="checkbox"/> Grant	

PROPOSAL DEVELOPERS:
Gemma Joseph Lumpkin

TARGET: Schools/Unit: John C. Daniels, East Rock
No. of Students: 75 per school, 150 total **Grade Level(s):** K-8
Eligibility Criteria: Attending John C. Daniels or East Rock

CENTRAL OFFICE USE ONLY – MUST REMAIN ON PAGE 1	
ABSTRACT TIMETABLE	REVIEW
Return to: _____ Received: _____ Board of Education FINANCE & OPERATIONS Meeting Date <u>10/7/19</u> Board of Education Meeting Date: <u>10/15/19</u> Due Date to Grantor: _____	Grants Manager <u></u> Finance Manager <u></u> Human Resource Manager _____

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$142,500.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION II: FISCAL INFORMATION

PERSONNEL

# FT	#PT		COST
		Administrators	\$
	26	Teachers	\$91,000.00
	8	Paraprofessionals	\$7,750.00
		Clerks	\$
		Stipends	\$
	2	Others	\$10,500.00
		Longevity	\$
		SUBTOTAL	\$109,250.00

NON PERSONNEL

	COST
Supplies & Materials	\$880.00
Student Transportation	\$
Staff Travel	\$
Internal Evaluation	\$
External Evaluation	\$4,000.00
Independent Contractors	\$19,000.00
Equipment	\$
Other	\$5,000.00
Indirect Costs, if allowed	\$
TOTAL	\$28,880.00
NON- PERSONEL	

FIXED COSTS:

Health Benefits	\$
Pension (Paras & Mgmt.)	\$
FICA/Medicare	\$3,627.00
Workmen's Compensation	\$743.00
SUBTOTAL	\$113,620.00

Notes:

- 1) Total Personnel and Non Personnel columns must equal grant total.
- 2) The Abstract budget must be aligned with the Grant Application budget/ED114.
- 3) All applications should budget for staff development (stipends) and evaluation wherever appropriate.

SECTION IIA: BUDGET EXPLANATION

The following categories must be explained:

All Personnel: explain positions; **Salary:** if the grant pays a percent of salary and fixed costs, please describe below, breaking down percentages and **amounts to be paid by grant and by NHPS. Other;** and **All Non- Personnel items.** If additional space is needed, continue to next page.

Salary: The cost for salaries covers twenty six (26) Part Time Certified Teachers, eight (8) Para-Professional staff, and two (2) Data Coordinators

In-Kind/Match: Non-cash in-kind of contribution of \$50,000.00 relating to use of buildings.

Fica/Medicare/Workmans Comp: This cost was calculated using a blended rate of 4%, as different staff types make contributions at different levels. The match on salary and benefits of \$4,800.00 reflects a pro-rated share (4.4%) of salary and benefits of program staff and is an allocation of an existing general fund expense, not an additional general fund expense.

Contracted Services: With the exception of Cross Sector Consulting, contractors will provide programming to students attending East Rock and John C. Daniels. Tentative contractors are Inner Act Theatre, Arte Inc, Little Scientists. Cross Sector Consulting will provide external evaluations for both sites at a total cost of \$4,000.00.

Other: \$5,000.00 of the 'Other' non personnel costs will be used for field trips and parent engagement activities at John C. Daniels and East Rock.

Proposed Project Title: 21st Century Community Learning Centers

Total Amount Requested: \$142,500

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION III: SYSTEM OBLIGATIONS

Project support from other programs: None Yes **Explain:**

Linkage with other programs: None Yes **Explain:**

Local Fiscal costs, (include renovation): None Yes **Explain:**

Future local personnel obligations: None Yes **Explain:**

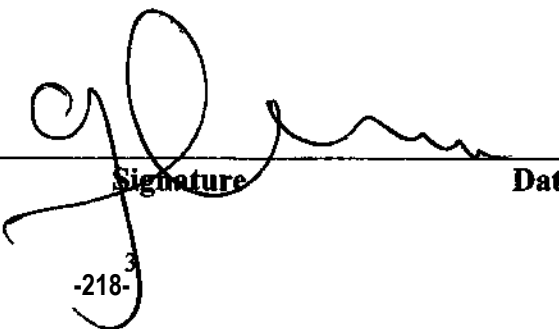
PROJECT OR GRANT REQUIREMENTS

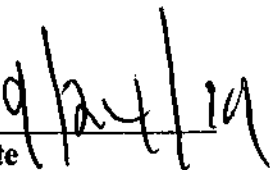
- Local Maintenance Replication Parent Involvement
- In-Service Training Advisory Committee Linkage w/other Programs
- Non-Public School Involved Dissemination

ADDITIONAL RESTRICTIONS OR CONCERNS

This abstract is submitted pending state approval of the submitted program budget. Based on prior experience, the attached budget is highly likely to be approved as-is with no further modifications necessary.

SUBMITTING ADMINISTRATOR: _____


Signature


Date

Proposed Project Title: 21st Century Cohort XV (East Rock/Daniels)

Total Amount Requested: \$142,500.00

Proposed Grant Receiving Agency: New Haven Public Schools

SECTION IV: PROPOSED PERSONNEL

List, **individually**, each position proposed by this grant application. If no personnel, please indicate N/A in the chart below

F/T	P/T	Classification	Position Description	Duration of Proposed Service	Proposed Employee	Current NHPS Employee Yes/No	If Yes Current Employee Number
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Teacher	Instructional Staff	10/16/19-6/5/20	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Para	Instruct. Support	9/11/18-6/7/19	TBD	Yes	TBD
	1	Teacher	Building Leader	9/11/18-6/7/19	TBD	Yes	TBD
	1	Teacher	Building Leader	9/11/18-6/7/19	TBD	Yes	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	Yes	TBD
	1	Other	Data Entry	9/11/18-6/7/19	TBD	Yes	TBD

V. PROPOSED CONTRACTS

List individually, each contract that will be prepared by this proposed project. If contractors will not be utilized, please indicate N/A in the chart below.

Proposed Independent Contractor	Brief Description of Service	Proposed Pay Rate	Proposed Total
Cross Sector Consulting	External Evaluation	\$2,000/site	\$4,000.00
Kidz Kraze	Enrichment Program and Academic Support	\$250/per ses.	\$10,000.00
Arts for Learning	STEM program	\$150/per ses.	\$9,000.00

VI. ADDITIONAL INFORMATION:

Please Answer All Questions -- Use Additional Pages if Necessary

1. **Please state specific goals for this grant or the grant period.**
 The specific goals for this grant period are:
 1. To serve 75 students at each site. In order for a student to be considered served, that student must attend 60% of the program days.
 2. To provide high quality educational, enrichment and recreational activities outside of regular school hours. Meeting the 'high quality' component of this goal will be based on evaluations performed by the state. Site visits by the external evaluator will be used to identify program deficiencies so that they can be corrected prior to state inspections.
 3. The program shall operate for at least 100 days.
 4. 5% of total program funds shall be spent on parent engagement activities.

a. If this is a continuation grant, please detail past year goal performance and accomplishments. Use additional space if needed:

Goals for the past year were identical to current year goals described in 1a. During the previous grant period both sites exceeded their goals of serving 75 students, with 94 and 81 students served at John C. Daniels and East Rock, respectively. Both sites provided a wide variety of activities, including homework help, educational trips, recreational sports and technology based activities, and other activities of an enriching nature, which were deemed high quality by the external evaluator and confirmed as such by the state. Both schools provided activities that met specific needs of their student population, and which were supervised by engaged and enthusiastic program staff. The required 5% of program funds was spent on engagement activities. John C. Daniels ran for 117 days, and East Rock 122.

2. **How does this grant address School Reform goals?**

This grant addresses school reform goals by providing students with increased access to enriching activities and by engaging parents to develop stronger parent/school relationships.

3. **Please explain why this proposal is significant and important in relation to improving student and/or staff performance, as well as any additional pertinent information that is specific and relevant: (Include resume of person(s) providing service for contracts \$10,000 and over)**

This grant aims to improve student performance by providing activities that reinforce and build upon the regular day curriculum, by providing enriching activities that are not included in the regular day curriculum but that can be considered an enhancement, and by using the diverse program offerings as incentives for students to attend school regularly.

Memorandum

To: NHPS Finance and Operations Committee
From: Wexler-Grant Community School
Re: Curriculum Designers, Inc
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and the Curriculum Designers, Inc, for onsite workshops and work sessions, virtual coaching via Zoom or Skype for follow up work with teams/leadership and virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one for all staff members who teach grades K-8. Based on the conversations with Wexler-Grant's Literacy and Math Coach, Lori Kozlowski and Mandy Bonz; Curriculum Designers, Inc will partner with your school to support the implementation of Service Based Learning Model.

Curriculum Designers, Inc will partner with Wexler- Grant to support with providing services such as follows:

- Services to design engaging curriculum units and projects with a focus on:
providing meaningful service to individuals, groups, and organizations in need,
integrating selected school-wide service learning projects into each grade level's curriculum engaging with local community, developing global connections
- Services to provide feedback and editing on units to ensure their alignment to targeted Connecticut Standards.
- Services to cultivate digital-media-global approaches integrated directly the curriculum and instructional strategies.
- Services to craft project-based learning products and performances for each unit.
- Services to assess the quality of the service and its impact on those intended to benefit from the service.
- Service to emphasize literacy strategies and communication skills for all learners.

Following the recommendations is a set of options to deliver services and members of our Curriculum Designers, Inc faculty most prominently by Dr. Jacobs. All work will be aligned directly to Wexler-Grant's school mission and Connecticut State standards.

- Integrate school wide service learning projects naturally into the ongoing curriculum to support both learning in the classroom and learning on the school-wide level.
- Engage in unit design training that emphasizes coherence, alignment to mission, alignment to targeted standards employing a common template.



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

- Engage in unit design training that cultivates compelling questions and essential understandings directly aligned to the school's mission.
- Research and develop modern content directly aligned to the school's mission that will be embedded in each unit.
- Developing a scope and sequence of units that scaffold vertically from year to year in our curriculum.
- Develop a school wide consistent approach to PBL with common terms and quality standards.
- Focus on place-based community partnerships in the design of project based learning units resulting in authentic assessments.
- Create digital media formative assessments from podcasts to documentaries.

Service Delivery Options.

- On-site workshops and work sessions at Wexler-Grant
- Virtual Coaching via Zoom or Skype for follow up work with teams or leadership.
- Virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one.

Amount of Agreement and the Daily, Hourly or per Session Cost:

Pricing structure

Proposed rates:

- On site full day: \$ 3000 per day- travel is inclusive
- Virtual coaching (point to point): \$ 350 per hour
- Editing/coaching: \$ 500 per day \$ 250 per half-day

****This will be including any travel and lodging for faculty who may need to fly in.
Proposed services to be scheduled between August 30, 2019 and June 30, 2020**

- 3 On-site days -curriculum unit development = \$ 9000.00
 - Two full days on-site
 - Two half days on-site



- 1 1/2 Editing days to provide feedback on units = \$ 750.00
- 6 Video conferencing hours when teams need support. = \$ 2100

TOTAL AMOUNT: \$11,850.

Funding Source: Commissioner's Network Grant Account Number: 2547-6293-56697-0032

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This service is strategically aligned to our school-wide goals to improve literacy and math instruction and will provide teachers with research-based, for onsite workshops and work sessions, virtual coaching via Zoom or Skype for follow up work with teams/leadership and virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one for all staff members who teach grades K-8.

2. What **specific need** will this contractor address?

During the 2019-2020 School year, Curriculum Designers, Inc will partner with Wexler- Grant to support with providing services such as follows:

- Services to design engaging curriculum units and projects with a focus on:
providing meaningful service to individuals, groups, and organizations in need,
integrating selected school-wide service learning projects into each grade level's curriculum engaging with local community, developing global connections
- Services to provide feedback and editing on units to ensure their alignment to targeted Connecticut Standards.
- Services to cultivate digital-media-global approaches integrated directly the curriculum and instructional strategies.
- Services to craft project-based learning products and performances for each unit.
- Services to assess the quality of the service and its impact on those intended to benefit from the service.
- Service to emphasize literacy strategies and communication skills for all learners.



New Haven School Change
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3. **Contractor selection:** quotes, RFP, or Sole Source? Quote
4. What **specific skill set** does this contractor bring to the project? See attached resume.
5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost? New Service.
6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of **previous evaluations** or **archival data** demonstrating effectiveness: Ongoing
 - On-site workshops and work sessions at Wexler-Grant
 - Virtual Coaching via Zoom or Skype for follow up work with teams or leadership.
 - Virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? No. Curriculum Designers, Inc is a new program
8. Why do you believe this agreement is **fiscally sound**?
The planned professional development provided is a series of workshops that includes a blend of support. These include onsite workshops and work sessions, virtual coaching via Zoom or Skype for follow up work with teams/leadership and virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one for all staff members who teach grades K-8.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Center for Collaborative Classroom

FOR DEPARTMENT/PROGRAM:

[Wexler-Grant Community School]

This Agreement entered into on the 7th day of October, 2019 effective (no sooner than the day after Board of Education Approval), the 7th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Curriculum Designers, Inc located at 26 Allendale Drive, Rye, NY 10580 (herein referred to as the “Contractor”).

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

Curriculum Designers, Inc will partner with Wexler- Grant to support with providing services such as follows:

- Services to design engaging curriculum units and projects with a focus on:
providing meaningful service to individuals, groups, and organizations in need,
integrating selected school-wide service learning projects into each grade level’s curriculum
engaging with local community, developing global connections
- Services to provide feedback and editing on units to ensure their alignment to targeted Connecticut Standards.
- Services to cultivate digital-media-global approaches integrated directly the curriculum and instructional strategies.
- Services to craft project-based learning products and performances for each unit.
- Services to assess the quality of the service and its impact on those intended to benefit from the service.
- Service to emphasize literacy strategies and communication skills for all learners.

Following the recommendations is a set of options to deliver services and members of our Curriculum Designers, Inc faculty most prominently by Dr. Jacobs. All work will be aligned directly to Wexler-Grant's school mission and Connecticut State standards.

- Integrate school wide service learning projects naturally into the ongoing curriculum to support both learning in the classroom and learning on the school-wide level.
- Engage in unit design training that emphasizes coherence, alignment to mission, alignment to targeted standards employing a common template.
- Engage in unit design training that cultivates compelling questions and essential understandings directly aligned to the school's mission.
- Research and develop modern content directly aligned to the school's mission that will be embedded in each unit.
- Developing a scope and sequence of units that scaffold vertically from year to year in our curriculum.
- Develop a school wide consistent approach to PBL with common terms and quality standards.
- Focus on place-based community partnerships in the design of project based learning units resulting in authentic assessments.
- Create digital media formative assessments from podcasts to documentaries.

Service Delivery Options.

- On-site workshops and work sessions at Wexler-Grant
- Virtual Coaching via Zoom or Skype for follow up work with teams or leadership.
- Virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one.

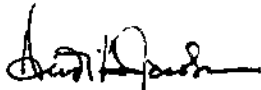
Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$11,850 for onsite workshops and work sessions, virtual coaching via Zoom or Skype for follow up work with teams/leadership and virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one during the period of October 7, 2019 through June 30, 2020. The maximum amount the contractor shall be paid under this agreement: Eleven thousand, eight hundred and fifty dollars (\$11,850) 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 **Commissioner's Network** of the New Haven Board of Education, **Account Number:** 2547-6293-56694-0032
This agreement shall remain in effect from October 7th, 2019 to June 30th, 2020.

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' 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

September 13, 2019

Date

Date

Dr. Heidi Hayes Jacobs (president, CDI)

Contractor Printed Name & Title

Revised: 11/18

Proposal for professional development services

New Haven Public Schools

Wexler-Grant Community School

Submitted by Dr. Heidi Hayes Jacobs

Academic School Year- 2019-2020

The following is a proposal for outcomes, service delivery options, faculty info, pricing structure and a package of services.

The proposed services are organized around these six related areas:

- 1) Services to design engaging curriculum units and projects with a focus on:
 - a. providing meaningful service to individuals, groups, and organizations in need,
 - b. integrating selected school-wide service learning projects into each grade level's curriculum
 - c. engaging with local community,
 - d. developing global connections
- 2) Services to provide feedback and editing on units to ensure their alignment to targeted Connecticut Standards.
- 3) Services to cultivate digital-media-global approaches integrated directly the curriculum and instructional strategies.
- 4) Services to craft project-based learning products and performances for each unit.
- 5) Services to assess the quality of the service and its impact on those intended to benefit from the service.
- 6) Service to emphasize literacy strategies and communication skills for all learners.

Following the recommendations is a set of options to deliver services and members of our Curriculum 21 faculty most prominently by Dr. Jacobs. All work will be aligned directly to Wexler-Grant's school mission and Connecticut State standards.

1. Integrate school wide service learning projects naturally into the ongoing curriculum to support both learning in the classroom and learning on the school-wide level.
2. Engage in unit design training that emphasizes coherence, alignment to mission, alignment to targeted standards employing a common template.
3. Engage in unit design training that cultivates compelling questions and essential understandings directly aligned to the school's mission.
4. Research and develop modern content directly aligned to the school's mission that will be embedded in each unit.
5. Developing a scope and sequence of units that scaffold vertically from year to year in our curriculum.
6. Develop a school wide consistent approach to PBL with common terms and quality standards.
7. Focus on place-based community partnerships in the design of project based learning units resulting in authentic assessments.
8. Create digital media formative assessments from podcasts to documentaries.

➤ Service Delivery Options.

Please review and we can create a package for each building and for the three in combination if that is workable for certain events.

- On-site workshops and work sessions at Wexler-Grant
- Virtual Coaching via Zoom or Skype for follow up work with teams or leadership.
- Virtual editing of curriculum either in google docs with proposed curriculum or on a curriculum mapping platform if the school elects to use one.

➤ Faculty:

Our team is a remarkable group of talented and experienced educators. It would have a continued role in the work both in coordinating efforts since I know each school and also in conducting workshops. In addition, there are members of our team that may have specific areas of focus that might match specific needs of your school both collectively and some unique to certain schools.

LINK to faculty: <http://www.curriculum21.com/about/faculty/>

➤ Pricing structure

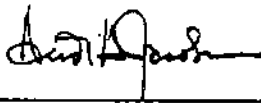
Proposed rates:

- On site full day: \$ 3000 per day- travel is inclusive
- Virtual coaching (point to point): \$ 350 per hour
- Editing/coaching: \$ 500 per day \$ 250 per half-day

**This will include any travel and lodging for faculty who may need to fly in.

Proposed services to be scheduled between August 30, 2019 and June 30, 2020

- 3 On-site days -curriculum unit development = \$ 9000.00
 - Two full days on-site
 - Two half days on-site
- 1 ½ Editing days to provide feedback on units = \$ 750.00
- 6 Video conferencing hours when teams need support. = \$ 2100
- Total: \$ 11,850.00



_____ date: August 21, 2019

Dr. Heidi Hayes Jacobs
President, Curriculum Designer, Inc.
26 Allendale Drive
Rye, NY 10580
914-921-2046 (office)
914-907-2852 (mobile)
Federal ID # 13-3866127

_____ date

New Haven Public School Representative

TERMS and CONDITIONS:

1. If the Client at any time cancels or reschedules any contracted Services, training session, workshop, or part thereof, the Client shall pay to the Company any non-refundable expenses incurred by Company or its subcontractors.
2. If the Client cancels or reschedules any contracted Services, training session, workshop, or part thereof within 30 days of such contracted Services, the Client shall pay to the Company any non-refundable expenses incurred by Company or its subcontractors plus 50% of the consultant fee.
3. Any rescheduled contracted Services or part thereof shall thereafter be scheduled to occur on mutually agreeable dates, and Company and its subcontractors shall not be required to incur additional out of pocket costs beyond the budget incorporated as part of this Agreement in order to perform such Services.



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

Memorandum

To: NHPS Finance and Operations Committee
From: Wexler-Grant Community School
Re: Center for the Collaborative Classroom
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and the Center for Collaborative Classroom, onsite workshop for all staff members who teach grades K-2. Based on the conversations with Wexler-Grant's Literacy Coach, Lori Kozlowski; Center for the Collaborative Classroom will partner with your school to support the implementation of Making Meaning and Being a Writer Curriculum through a combination of virtual and in-person sessions, regular check-ins, and resources, local leaders can use to facilitate on-site learning over time. Professional learning opportunities are outlined in the tables that follow.

This plan begins with the assumption that effective professional learning is embedded in classroom practice and occurs every day as teachers try new and proven approaches, observe students, and reflect on outcomes. The *Collaborative Literacy* programs are designed to serve as a vehicle for high-quality professional learning. Teachers deepen their understandings about effective practice as they plan for, teach the lessons as intended, and reflect on each day of instruction.

Goals

- Support teacher practice and deepen understanding of reading instruction in *Making Meaning* and writing instruction in *Being a Writer*.
- Ensure successful implementation of *Making Meaning* and *Being a Writer*.

Assumptions

- *Making Meaning* and *Being a Writer* will be implemented school-wide in Grades K-6.
- Teachers will engage in all professional learning focused on the programs.
- When possible, administrators will participate in professional learning alongside teachers.
- The Collaborative Classroom consultant will provide a blended approach for implementation support that includes professional learning, virtual sessions, professional learning resources, technology resources and on-line courses.
- The professional learning plan is a living document and contents will be modified as needed throughout the year.

Amount of Agreement and the Daily, Hourly or per Session Cost:

Professional Learning Plan: Summary of Cost Proposal for Wexler-Grant Community School

Professional Learning Experience	Time	Rate/Value	Cost
Teacher On-Site Professional Learning August 2019	1 day	complimentary	N/A
Lesson Study Dates TBD	3 days	\$2,600 per day	\$7800
Coach and Administrator Learning Walks Date TBD	2 days	\$2,600 per day	\$2600
Total Proposed Professional Learning Charges			\$10,400

PROFESSIONAL LEARNING PLAN

Professional Learning Focus	Dates	Participants
In-person Professional Learning <ul style="list-style-type: none"> Curriculum as Professional Learning Program and Lesson Features of <i>Making Meaning and Being a Writer</i> Planning for Implementation and Instruction 	August 26, 2019	K-6 Teachers School-Based Coach
Lesson Study <ul style="list-style-type: none"> Pacing Facilitating Lessons Conferring 	Dates TBD Recommended: October 2019, December 2019, March 2020	All K-2 Teachers School-Based Coach Administrators
Learning Walks <ul style="list-style-type: none"> Administrators and coaches will engage in learning walks to consider the elements of instruction and the facilitation of lessons. Administrators and coaches will engage with the Elements of Effective Implementation Tool and 	Dates TBD Recommended: November 2019, April 2020	School/District Coaches and Administrators

consider the impact of this experience in their role supporting teaching and learning.		
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CCC Professional Learning Pricing

Format	Length	Rate
In-person	1 day (1 consultant)	\$2600
Virtual Sessions	1 hour	\$200/hour

Funding Source: Commissioner’s Network Grant Account Number: 2547-6293-56697-0032

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This service is strategically aligned to our school-wide goals to improve literacy instruction and will provide teachers with research-based, whole-class reading and vocabulary instruction for grades K-6 using Making Meaning/Being a Writer and our current Reading Workshop structure. Consultants will provide teachers with professional development on implementing research based strategies using the Reading lessons and Vocabulary lessons from Making Meaning and Being a Writer. The workshops are designed to introduce teachers to a research-based perspective for implementation of classroom literacy instruction while intentionally embedding social development.

2. What **specific need** will this contractor address?

During the 2019-2020 School year, the Collaborative Classroom Consultant will focus on supporting teachers with effectively implementing the Making Meaning and Being a Writer Curriculum school-wide in Grades K-6 which will replace what our district is currently using. This includes support in using all components of Making Meaning and Being a Writer including the Collaborative Literacy Implementation Guide, Sample Calendars and Collaborative Literacy Resources. In-person professional learning will consist of supporting

teachers with pacing and facilitating lessons. Consultant will also support the leadership team with engaging in learning walks to assess the effectiveness of implementation.

3. **Contractor selection:** quotes, RFP, or Sole Source? Quote
4. What **specific skill set** does this contractor bring to the project? See attached resume.
5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?

Continuation Service. Cost has increased from \$5,200 to \$10,400. This is an increase of \$5,200 which includes 2 additional days (\$2,600 per day) for Lesson Planning Study, Coach and Administrator Learning Walks. Alternative contractor would be more. The last year have been spent building a professional and good working relationship with Collaborative Classrooms who have given us a deal for their services.

6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of previous evaluations or archival data demonstrating effectiveness: Ongoing learning walks conducted by leadership team will assess teachers' understanding and implementation of the Making Meaning and Being a Writer Curriculum. Teachers will complete exit slips after each session which will focus on their content and implementation understanding.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? No. Making Meaning and Being a Writer is a new Curriculum.
8. Why do you believe this agreement is **fiscally sound**?
The planned professional development provided is a series of workshops that includes a blend of support. These include In-person professional learning sessions, Lesson studies, learning walks and virtual sessions which are all needed for effective implementation.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Center for Collaborative Classroom

FOR DEPARTMENT/PROGRAM:

[Wexler-Grant Community School]

This Agreement entered into on the 7th day of October, 2019 effective (no sooner than the day after Board of Education Approval), the 7th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Center for Collaborative Classroom located at 1001 Marina Village Parkway, Suite 110 Alameda, CA 94501-1042 (herein referred to as the “Contractor”).

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

Center for the Collaborative Classroom will partner with Wexler- Grant to support the implementation of Making Meaning Curriculum through a combination of virtual and in-person sessions, regular check-ins, and resources, local leaders can use to facilitate on-site learning over time. Professional learning opportunities are outlined in the tables that follow.

This plan begins with the assumption that effective professional learning is embedded in classroom practice and occurs every day as teachers try new and proven approaches, observe students, and reflect on outcomes. The *Collaborative Literacy* programs are designed to serve as a vehicle for high-quality professional learning. Teachers deepen their understandings about effective practice as they plan for, teach the lessons as intended, and reflect on each day of instruction.

Goals

- Support teacher practice and deepen understanding of reading instruction in *Making Meaning* and writing instruction in *Being a Writer*.
- Ensure successful implementation of *Making Meaning* and *Being a Writer*.

Assumptions

- *Making Meaning* and *Being a Writer* will be implemented school-wide in Grades K-6.
- Teachers will engage in all professional learning focused on the programs.
- When possible, administrators will participate in professional learning alongside teachers.
- The Collaborative Classroom consultant will provide a blended approach for implementation support that includes professional learning, virtual sessions, professional learning resources, technology resources and on-line courses.
- The professional learning plan is a living document and contents will be modified as needed throughout the year.

Professional Learning Plan: Summary of Cost Proposal for Wexler-Grant Community School

Professional Learning Experience	Time	Rate/Value	Cost
Teacher On-Site Professional Learning August 2019	1 day	complimentary	N/A
Lesson Study Dates TBD	3 days	\$2,600 per day	\$7800
Coach and Administrator Learning Walks Date TBD	2 days	\$2,600 per day	\$2600
Total Proposed Professional Learning Charges			\$10,400

PROFESSIONAL LEARNING PLAN

Professional Learning Focus	Dates	Participants
In-person Professional Learning <ul style="list-style-type: none"> • Curriculum as Professional Learning • Program and Lesson Features of <i>Making Meaning and Being a Writer</i> • Planning for Implementation and Instruction 	August 26, 2019	K-6 Teachers School-Based Coach
Lesson Study <ul style="list-style-type: none"> • Pacing • Facilitating Lessons • Conferring 	Dates TBD Recommended: October 2019, December 2019, March 2020	All K-2 Teachers School-Based Coach Administrators

Learning Walks <ul style="list-style-type: none"> • Administrators and coaches will engage in learning walks to consider the elements of instruction and the facilitation of lessons. • Administrators and coaches will engage with the Elements of Effective Implementation Tool and consider the impact of this experience in their role supporting teaching and learning. 	Dates TBD Recommended: November 2019, April 2020	School/District Coaches and Administrators
---	---	---

CCC Professional Learning Pricing

Format	Length	Rate
In-person	1 day (1 consultant)	\$2600
Virtual Sessions	1 hour	\$200/hour

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$10,400** for training PD focused on the successful implementation of Making Meaning and Being a Writer during the **period of October 7, 2019 through April 30, 2020**. The maximum amount the contractor shall be paid under this agreement: Ten-thousand four hundred dollars (\$10,400) 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 **Commissioner's Network** of the New Haven Board of Education, **Account Number:** 2547-6293-56694-0032
This agreement shall remain in effect from October 7th, 2019 to April 30th, 2020.

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' 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

9.13.19

Date

Date

Kim Gilbert, Manager of Ed. Partnerships
Contractor Printed Name & Title

Revised: 11/18



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

Professional Learning Proposal Wexler-Grant Community School

Center for the Collaborative Classroom will partner with Wexler-Grant Community School to support the curriculum implementation through a combination of virtual and in-person sessions, regular check-ins, and resources local leaders can use to facilitate on-site learning over time. Professional learning opportunities are outlined in the tables that follow.

This plan begins with the assumption that effective professional learning is embedded in classroom practice and occurs every day as teachers try new and proven approaches, observe students, and reflect on outcomes. The *Collaborative Literacy* programs are designed to serve as a vehicle for high-quality professional learning. Teachers deepen their understandings about effective practice as they plan for, teach the lessons as intended, and reflect on each day of instruction.

Goals

- Support teacher practice and deepen understanding of reading instruction in *Making Meaning* and writing instruction in *Being a Writer*.
- Ensure successful implementation of *Making Meaning* and *Being a Writer*.

Assumptions

- *Making Meaning* and *Being a Writer* will be implemented school-wide in Grades K-6.
- Teachers will engage in all professional learning focused on the programs.
- When possible, administrators will participate in professional learning alongside teachers.
- The Collaborative Classroom consultant will provide a blended approach for implementation support that includes professional learning, virtual sessions, professional learning resources, technology resources and on-line courses.
- The professional learning plan is a living document and contents will be modified as needed throughout the year.

Professional Learning Plan: Summary of Cost Proposal for Wexler-Grant Community School

Professional Learning Experience	Time	Rate/Value	Cost
Teacher On-Site Professional Learning August 2019	1 day	complimentary	N/A
Lesson Study Dates TBD	3 days	\$2,600 per day	\$7800
Coach and Administrator Learning Walks Date TBD	2 days	\$2,600 per day	\$2600
Total Proposed Professional Learning Charges			\$10,400

PROFESSIONAL LEARNING PLAN

Professional Learning Focus	Dates	Participants
In-person Professional Learning <ul style="list-style-type: none"> • Curriculum as Professional Learning • Program and Lesson Features of <i>Making Meaning and Being a Writer</i> • Planning for Implementation and Instruction 	August 26, 2019	K-6 Teachers School-Based Coach
Lesson Study <ul style="list-style-type: none"> • Pacing • Facilitating Lessons • Conferring 	Dates TBD Recommended: October 2019, December 2019, March 2020	All K-2 Teachers School-Based Coach Administrators
Learning Walks <ul style="list-style-type: none"> • Administrators and coaches will engage in learning walks to consider the elements of instruction and the facilitation of lessons. • Administrators and coaches will engage with the Elements of Effective Implementation Tool and consider the impact of this experience in their role supporting teaching and learning. 	Dates TBD Recommended: November 2019, April 2020	School/District Coaches and Administrators

CCC Professional Learning Pricing

Format	Length	Rate
In-person	1 day (1 consultant)	\$2600
Virtual Sessions	1 hour	\$200/hour



Memorandum

To: NHPS Finance and Operations Committee
From: Typhanie Jackson, Director of Student Services
Re: Highville Charter School
Meeting Date: Tuesday, October 02, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Highville Charter School.

Amount of Agreement and the Daily, Hourly or per Session Cost: This contractor will be paid a flat fee of \$63,839 not to exceed a total amount of \$63,839 for the 2019-2020 school year.

Funding Source: General Funds Contractual Services, Account # 190-494-00-56694

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This contract is strategically aligned to the department's goal to provide high quality services to students with special needs.

2. What **specific need** will this contractor address?

All special education services as indicated by their IEP.

3. **Contractor selection:** quotes, RFP, or Sole Source? **Sole Source**
Sole source mandated by state law.

4. What **specific skill set** does this contractor bring to the project? (Attach a copy of the **contractor's resume**).

N/A

5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?
Continuation, 3% increase

6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service**, attach a copy of **previous evaluations** or **archival data** demonstrating effectiveness:

Ongoing contact communication within PPTs.



7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?

N/A

8. Why do you believe this agreement is **fiscally sound**?

This contract is fiscally sound as the district maintains oversight of reimbursement which does not exceed that of what is provided for students with special needs with the New Haven Public Schools.

**AGREEMENT
By And Between
The New Haven Board of Education
AND**

Highville Charter School

FOR DEPARTMENT/PROGRAM:

Student Services/Special Education Department

This agreement entered into on the 15th day of July, 2019 effective the 29th day of August, 2019 by and between the New Haven Board of Education (herein referred to as the "Board") and, Highville Charter School located at 1 Science Part, New Haven, CT 06511 (herein referred to as the "Contractor").

SCOPE OF SERVICE:

- **Special Education services for New Haven students attending Highville Chart and to comply with their IEP's.**

Under this agreement, New Haven Public Schools will be responsible for:

- **Providing all related service support in alignment with individual student IEP goals**
- **Calling and conducting all Planning and Placement Team meetings**
- **Finalizing all IEPs**
- **Informing parents and Highville Charter School of and scheduling meetings for**
 - **Annual Review**
 - **Re-evaluations**
 - **Notice of Planning and Placement Team meetings**
 - **Notice and consent to conduct initial evaluation**
 - **Determining placement of students**
- **Providing parents and Highville Charter School with copy of evaluation results**
- **Providing parents and Highville Charter School with copy of IEP**
- **Providing Highville Charter School with copy of all notice documentation for placement in student file**
- **Following Child Find regulations, and collaborating with School Choice office to obtain list.**
- **Providing copy of IEPs or access to copies (IEP Direct) for all Choice enrolled students.**
- **Ensuring quarterly progress monitoring for related services and providing Highville Charter School with a copy of progress monitoring documents for student files.**
- **NEPS related service staff will inform Highville Charter School of their schedule and any noted changes**
- **All responsibilities will be completed in accordance with federal and state mandates**

Under this agreement, the Highville Charter School will be responsible for:

- **Delivering special education services for all Highville Charter School students with a current IEP**

- Referring students to Planning and Placement Team (Child Find) when behavior, academic performance or attendance is unsatisfactory
- Attending all Planning and Placement Team meetings
- Drafting goals for individual student IEPs and submitting recommended goals to NHPS special education office at least 5 days prior to Planning and Placement Team meeting
- Participating in all discussions related to amending IEPs and assisting in obtaining parent consent to amend IEP when necessary (in lieu of Planning and Placement Team meeting)
- Collaborating with NHPS to communicate with parents about the following:
 - Annual Review
 - Re-evaluations
 - Notice of Planning and Placement Team meetings
 - Notice and consent to conduct initial evaluation
- Performing quarterly progress monitoring
- Providing parents and NHPS with copies of progress monitoring report and placing copy in student records
- Sending NHPS list of choice enrolled students as soon as choice enrollment process is completed
- Completing all responsibilities in a timely manner

Compensation: The Board shall pay the contractor for satisfactory performance of services required in the amount of \$63,839 per school year for up to a maximum of 182 day(s). The maximum amount the contractor shall be paid under this agreement: Sixty Three Thousand Eight Hundred Thirty Nine Dollars (\$63,839).

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 General Funds Contractual Services Program of the New Haven Board of Education, Account Number: 190-494-00-56694. Location Code.

This agreement shall remain in effect from August 29th, 2019 to June 30th, 2020.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with a services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

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

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 Contract through the last day of thirty (30) day notice period.


Contractor Signature

7/25/2019
Date

President
New Haven Board of Education

Date

Maya Dye
Contractor Name Printed or Typed



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: NHPS Finance and Operations Committee
From: Typhanie Jackson, Director of Student Services
Re: Lexia Learning Systems, LLC
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Lexia Learning Systems, LLC

Amount of Agreement and the Daily, Hourly or per Session Cost: \$60,000

Funding Source: IDEA Special Funds Pupil Services Program, Account # 2504-5034-56903

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This goal is aligned to the district and department's goal to address the foundational reading skills for students.

2. What **specific need** will this contractor address?

Addresses the development of phonological awareness, phonics, oral language, reading spelling and writing skills

3. **Contractor selection:** quotes, RFP, or Sole Source? **Sole Source**

4. What **specific skill set** does this contractor bring to the project? (Attach a copy of the contractor's resume).

N/A

5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? h) What would an alternative contractor cost?

Continuation

6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service,** attach a copy of previous evaluations or archival data demonstrating effectiveness:

Feedhack from district representatives, student growth reports, and usage reports



NEW HAVEN PUBLIC SCHOOLS

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?

N/A

8. Why do you believe this agreement is **fiscally sound**?
This agreement is fiscally sound as it provides teachers an opportunity to provide a personalized learning experience without the cost of an additional teacher.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Lexia Learning Systems, LLC

FOR DEPARTMENT/PROGRAM:

Student Services/Special Education Department

This agreement entered into on the 20th, day of September, 2019 effective the 7th, day of October, 2019 by and between the New Haven Board of Education (herein referred to as the "Board") and, Lexia Learning Systems, LLC located at 300 Baker Avenue, Suite 320, Concord, MA 01742 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required a flat rate of \$60,000 for 2,500 Lexia Reading Core5 Student Subscription Renewal up to a maximum of day(s). The maximum amount the contractor shall be paid under this agreement: Sixty Thousand Dollars (\$60,000).

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 IDEA Special Funds Pupil Services Program of the New Haven Board of Education, Account Number: 2504-5034-56903 Location Code: 00

This agreement shall remain in effect from October 07, 2019 to June 30th, 2020.

SCOPE OF SERVICE: Per Quote # Q-326708-1, incorporated and made part hereof as Exhibit A.

The general services to be performed by the Contractor shall consist of:

- **Must include specific services related to classroom studies & district curriculum.**
- **Lexia Reading Core 5, 12 months web hosting renewal. 12 months extension for existing licenses from October 7, 2019 to June 30th, 2020**

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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 misconduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

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 ordered by the Contract through the last day of thirty (30) day notice period.



Contractor Signature
Peter Koso, Vice President

27-Sep-2019

Date

President
New Haven Board of Education

Date

Lexia Learning Systems LLC

Contractor Name Printed or Typed

QUOTE

EXHIBIT A



Lexia Learning Systems LLC
 300 Baker Avenue, Suite 320
 Concord, MA 01742 USA
 Phone: (978) 405-6200
 Fax: (978) 287-0062

Quote #: Q-326708-1
Created Date: 8/19/2019 7:15 PM

Prepared By: Lisa Risley
Email: lhawes@lexialearning.com

Quote To:
 Typhanie Jackson
 New Haven Public Schools
 54 Meadow Street
 New Haven, CT 06519 US

Bill To:
 Typhanie Jackson
 New Haven Public Schools
 Attn: Dept of Special Funds
 54 Meadow Street
 New Haven, CT 06519 US

Start Date	End Date	Quantity	Line Item Description	Sales Price	Discount	Total Price
7/1/2019	6/30/2020	2,500	Lexia Core5 Reading/PowerUp Literacy Student Subscription	\$24.00	20%	\$60,000.00

Total Pre-Discount \$75,000.00
 Total Discount \$15,000.00
 Total Price \$60,000.00

Fax or email Purchase Orders with quote number Q-326708-1 to the following:

Attn: Lisa Risley
Email: lhawes@lexialearning.com
Fax: (978) 287-0062

PLEASE NOTE THE QUOTE NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS

**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid 60 days. Lexia will invoice the total price set forth above upon Customer's acceptance. Payment is due net 30 days of invoice.

TERM

This quote serves as an Order Agreement and becomes effective upon its acceptance by both parties. The Product/Services purchased pursuant to this Agreement will begin on or about the start date set forth above and continue in effect for the Product/Service Term set forth above ("Subscription Period"). Unless otherwise set forth herein, all Product licenses shall have the same start and end dates, all Products are deemed delivered upon provisioning of license availability, and all Services must be used within the Subscription Period; unused Product licenses or Services are not eligible for refund or credit. Without prejudice to its other rights, Lexia may suspend delivery of the Product/Services in the event that Customer fails to make any payment when due.

ORDER PROCESS

To submit an order, please fax this quote along with the applicable Purchase Order to: (978) 287-0062, or send by email to your sales representative's email address listed above.

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

ACCEPTANCE

All Products and Services are offered subject to the Lexia EULA Application License Agreement terms, available at <http://lexialearning.com/privacy/eula> (the "Licensee"), as supplemented by the terms herein. By placing any order in response to this quote, Customer confirms its acceptance of the License Terms and the terms and fees in this quote, which together, constitute the entire agreement between Customer and Lexia regarding the Products and Services herein (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any Customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between Customer and Rosetta Stone relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.



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, to the extent generated and supported by Contractor services.
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

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Arthur Edwards
Date: 9/27/2019
Re: Little Scientists Agreement
Proposed Meeting Date: 11/4/2019

Executive Summary/ Statement:

Approval is requested for an Agreement by and between the New Haven Board of Education and Little Scientists to provide after school science lessons.

Amount of Agreement and the Daily, Hourly or per Session Cost:

59 total sessions; each session runs for 1 hrs.

59 sessions x \$175.00 per hour = \$10,325.00

Funding Source & Account #: 21st Century

21 Century Community Learning Centers - carryover **2579-6280-56694-0009 (\$10,325.00)**

Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals:
Little Scientists experiments and activities represent an opportunity for NHPS students to receive supplemental instruction designed to enhance performance on STEM assessments and to foster a love of science.
2. What **specific need** will this contractor address?
Afterschool enrichment programs such as this are considered essential services under the Title I grant, and we are required to partner with community agencies. This agreement will help fulfill our grant obligations and provide additional opportunities for NHPS students to engage in STEM activities.
3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe:
Little Scientists is a partner with a unique curriculum that they have developed privately. They are essentially a sole source.
4. What **specific skill set** does this contractor bring to the project?
Little Scientists has worked with New Haven's students and teachers since 1998 as part of several evaluated school and summer programs. Rigorous evaluations have continuously validated this program over the last 15 years. The experiments and activities will consist of hands-on, minds-on, inquiry and practice based science investigations that meet the New Haven, State of Connecticut, and Next Generation Science Standards (NGSS).

5. **Is this a new or continuation service?**
Continuation service at same per session cost. Based on experience, a replacement contractor would cost between \$125.00 and \$225.00 per hour.

6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?**
The program will be evaluated based on both the grantor provided assessment tool and via pre and post assessments of program participants. Past grantor assessments have been favorable. Program assessment data shows that districts in Connecticut using Little Scientists showed a 10.2% increase year to year in science goal on elementary science CMT scores compared to equivalent districts. Summer programs using a pre/post test model in New Haven schools show overall a 30% increase in student science content knowledge.

7. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A**

8. **Why do you believe this agreement is fiscally sound?**
This agreement represents tremendous value for the district. Comparable programs ordinarily charges \$125.00 - \$ 225.00 per hour. Because of our extensive history with Little Scientists, they have agreed to provide NHPS with a per sessions rate of \$175.00 per hour. Little Scientists achieves a level of excellence that is unmatched at the current price point of \$175.00 per hour. The Little Scientist budget is inclusive of curriculum, instructors, and all consumable & durable materials.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Little Scientists LLC
FOR DEPARTMENT/PROGRAM:
Youth Family and Community Engagement

This Agreement entered into on the 25th day of February, 2019, effective (*no sooner than the day after Board of Education Approval*), the 25th day of February, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Little Scientists located at, 25 Higgins Street., Milford CT (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$175.00 per 1 hour session x 59 session at Davis (\$10,325.00)**.

The maximum amount the contractor shall be paid under this agreement: ten thousand three hundred twenty-five dollars and zero cents (**\$10,325.00**). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and dates and location of service and attendance for each day.

Fiscal support for this Agreement shall be by **21 Century Program** of the New Haven Board of Education,
21st Century (Davis): 2579-6280-56694-0009 (\$10,325.00)

This agreement shall remain in effect from **February 25, 2019 to June 30, 2019.**

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.*
The Little Scientists program provides additional time for students to study, learn and practice Hands on STEM activities. Technology and student choice opportunities are incorporated within the program to support youth development, student learning and engagement in STEM. This cost includes the curriculum, instructors, and all consumable & durable materials.


Exhibit A: Scope of Service Attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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

9/27/19

Date

Date

Dr. Heidi Gold-Dworkin, CEO
Contractor Printed Name & Title

Revised: 10/2/18



Little Scientists®

Scope of Services

TECHNOLOGY AND GAMING ACADEMY

Little Scientists is a student enrichment program designed to enhance student learning. In addition to helping students grow in learning reading, math, & science skills, the enrichment program is intentionally designed to engage students by integrating social emotional supports, teambuilding, technology, games and online learning. Little Scientists is aligned to the standards of the common core and Next Generation Science Standards (NGSS). The program is aligned to the NHPS regular day school curriculum and provides additional time for students to study, learn and practice. Motivational activities, technology and student choice opportunities are incorporated within the program to support youth development, student learning and engagement.

TIME AND LOCATIONS:

from 3pm to 5pm at Davis Street school.

TECHNOLOGY:

Learning technology such as chrome books, laptops and tablets are infused in the program to ensure that all students will have the opportunity to use today's technology on at least a 2 to 1 basis to enhance their learning.

Science Curriculum:

The Science Curriculum will be provided by Little Scientists® who has pioneered an innovative hands-on, minds-on, inquiry & practice-based curriculum. This innovative and engaging science curriculum is aligned with NHPS Science Standards and exceeds the Next Generation National Science Education Standards (NGSS). The Little Scientists® Curriculum Program follows scientific-based research that ensures students meet academic goals as defined in the New Haven Public School Curriculum, the Connecticut State Science Standards, Common Core State Standards, and the NGSS. The academic goal of the Little Scientists® Program will be to use the excitement of scientific experimentation and investigations to engage students in improving literacy, mathematics, critical thinking, scientific, and problem-solving skills. Each class will follow Little Scientists® Curriculum utilizing the Little Scientists® teacher's manual which is aligned to the City of New Haven's Science curriculum. All hands-on, minds-on, inquiry-based science materials will be supplied by Little Scientists®. Students will spend 45 minutes /day performing hands-on, minds-on, inquiry-based science experiments and investigations. Once a month, the science lesson will focus on computer coding, robotics and the development of computer games.

Student achievement will be determined on an individual basis using the following criteria: participation in the investigations, completing science notebooks, making predictions, asking inquiring questions, making observations, completing "hands-on/minds-on experiments, showing interest in science and learning in general, and communicating their findings. In addition, a grade level specific student science assessment will be administered pre-and post the lessons. This instrument has been used in New Haven After-School and Summer School Programs. The assessment includes a question on students' interest in science and learning in general. Evaluators of this project will examine whether Little Scientist curriculum increased student's interest in science and learning in general. There is a home-school connection to the program where students will always take home a project they make, and a booklet that summarizes each lesson. The booklet contains a related experiment they can perform at home. The effectiveness of the Little Scientists program in increasing students scientific and cognitive skills as well as their interest in science and learning in general has been well documented. (see <https://little-scientists.com/success-stories>) Little Scientists has been partnering with New Haven public schools to run After-School science programs for 20 years.

Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

Little Scientists®
25 Higgins Drive
Milford, CT. 06460
203-783-1114
www.Little-Scientists.com



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

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Rebecca Gratz Principal Sound School
Date: May 28, 2019
Re: Stuart Mattison Contract
Proposed Meeting Date: June 17th 2019

Executive Summary/ Statement:

Stuart Mattison, a highly qualified contractor, helps ensure the Fish Production Laboratory life support systems are functioning to keep animals alive. Mr. Mattison's duties include but are not limited to the daily fish care and systems maintenance schedule, supporting student instruction and project based learning, repair to aquaculture life support systems, and ensuring safe operation of the Fish Production Lab in partnership with the FPL Lab Manager. He also will also provide coverage when full-time lab tech is on vacation and assist in the set up for labs for student projects.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$39,900 . To be paid at a rate of \$30.00 per hour through payroll. Additional costs : FICA/Medicare \$3052.35, Workmans Comp \$271.32. Total: \$43,223.67.

Funding Source & Account #: Sound School Aquaculture Account 190-428-00-56694.

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals:
Mr. Mattison supports the Fish Production Laboratory (FPL) at the Sound School in a wide variety of ways. His professional experience in fish culture is passed directly to the students and staff that he works with and as such, Mr. Mattison is instrumental in facilitating student attainment of NHPS and National Agriculture Food and Natural Resources (AFNR) standards in both laboratory and classroom settings. Additionally, he is responsible for the maintenance of our recirculating aquaculture systems (RAS) and the creatures that we house in them; both of which are necessary to meet the goals of the Sound School and New Haven Public Schools. Mr Mattison's support is critical to all science classes that use the FPL as a resource; freshmen through seniors. Finally, students depend on Mr. Mattison's talents when the experiments they perform in the FPL are used in national presentations, area demonstrations or the Capstone Projects that are a graduation requirement at the Sound School.
2. What specific need will this contractor address?
Mr. Mattison has the qualifications and knowledge of aquatic husbandry and the mechanical aptitude required to maintain our stocks of aquatic species, in good condition, for our students to work with through-out the school year. Further his experience in both RAS fabrication and the skill set he possess in the area of equipment installation and upkeep in the area of aquatic science make his unique talents indispensable.

The Sound School is currently in the process of securing a full-time position for this function, but the process could not be completed prior to this school year. We expect this to be in place for the 2020 - 2021 school year.

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: Stuart Mattison has worked for the Sound School for 11 years and is familiar with the systems in the fish production lab. He replaced a contractor Jeff Sampson from Aquatic Art Technologies (AAT) with whom we had a contract for \$144,000 per year. Please see attached contract with AAT from 2006 for comparison. Mr. Mattison's is working for \$45,000 per year which is a significant savings per year. Furthermore, Mr. Mattison, were he employed full-time as a Senior Aquaculturist or Operations Manager would earn at least \$60,000/year plus benefits. Based on Internet research for average salaries for workers in Aquaculture and Fisheries Management, the average on one site is \$48,000/year and on another \$66,000/year. With his many years of experience, Stuart Mattison would likely earn at the higher salary range in his field were he to be employed full-time in the industry.

4. What **specific skill set** does this contractor bring to the project?

Mr. Mattison has a unique skillset that he developed in 17 years of finfish husbandry while working in Alaska and Washington states. While on the west-coast Mr. Mattison dealt with a variety of finfish species that included; salmon, sturgeon and trout in both hatchery and wild settings. Mr. Mattison's skills increased further when he owned and operated a commercial shellfish hatchery in Southeastern Connecticut for another seven years where he not only cultured oysters, clams and scallops but grew the multiple microalgae needed to support those animals.

In addition, Mr. Mattison has worked in the Sound School Fish Production Laboratory for the last 11 years and is intimately familiar with all aspects of the School's wet lab. His skills include the husbandry of finfish, shellfish, microalgae and crustaceans. Stuart also has the ability to design and fabricate aquatic systems as well as a working knowledge of pumps, regenerative blowers and chillers/heaters.

Mr. Mattison demonstrates deep knowledge of both the Chemistry and Physics that must be applied in aquaculture and he shares his expertise with both students and staff. Mr. Mattison's knowledge and experience allows him to "translate" very difficult concepts into "student friendly" lessons.

5. Is this a **new or continuation service**?

Mr. Mattison has worked for us for eleven consecutive years.

6. Evidence of Effectiveness: How will the contractor's performance be evaluated?

Mr. Mattison's effectiveness will be obvious to anyone who enters the Fish Production Lab. The recirculating aquaculture systems are running, and the animals are alive; there are students engaged in aquaculture husbandry on all of the tanks. Mr. Mattison works with them side-by-side and he is the person they seek help from first when issues arise. Mr. Mattison will be evaluated by the quality of his work, through his interactions with students and staff and with the overall wellbeing of the aquatic life in the FPL.

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? N/A

8. Why do you believe this agreement is **fiscally sound**?

We believe that hiring Mr. Mattison is fiscally sound. As previously mentioned, if Mr. Mattison was not under contract with us, we would lack much of our ability to maintain our present equipment- rebuild pumps, fabricate the unique tools required for aquatic husbandry- set trays, micron sieves etc...., and "self-install" items that are replaced at regular intervals- chillers etc. Having outside contractors brought in to perform this work would not only be cost prohibitive, finding resources that could produce the equipment and perform the operations that we require does not exist locally and in many cases are not available regionally.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Stuart Mattison

FOR DEPARTMENT/PROGRAM:
Sound School

This Agreement entered into on the 24th day of September, 2019, effective (*no sooner than the day after Board of Education Approval*), and the 8th of October, 2019, by and between the New Haven Board of Education (herein referred to as the "Board" and, Stuart Mattison located at, 7 Hillcrest Rd Niantic, CT (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$30.00 per hour for a total of 1330 hours for a maximum of \$39,900 plus \$ FICA/Medicare \$3052.35, Workmans Comp \$271.32. Total: \$43,223.67.

The maximum amount the contractor shall be paid under this agreement: forty three thousand, two-hundred twenty-three dollars and sixty-seven cents (\$43,223.67). 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 **Sound School Aquaculture Program** of the New Haven Board of Education, **Account Number:** 190-428-56694 **Location Code:** 00.

This agreement shall remain in effect from October 8, 2019 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 must be attached).*

Services to be performed at the Sound School Fish Production Laboratory include but not limited to: technical repair and support at the Fish Production Laboratory; husbandry of finfish and shellfish; support and guidance for student research projects. See exhibit A for detailed Scope of Service.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

The services that will be performed by Mr. Mattison will include:

- The husbandry of finfish, crustaceans and shellfish including the production of multiple species of microalgae from small culture vessels, through carbouy and kriesal stages to Batch Algal Culture (+800L vessels) as feed for animals in the hatchery and nursery systems. Additionally, will oversee oyster production in the fish production laboratory; efforts typically produce 1 to 2 million seed oysters annually.
- The maintenance of the Recirculating Aquaculture Systems (RAS) used for culturing the variety of species grown by the students at the school; including the installation of chillers and the repair of pumps when rebuilding is a feasible solution to mechanical issues.
- Providing technical support for Sound School students (9-12) during their laboratory activities; demonstrating the Best Practice methods used in Aquaculture at the commercial level.
- Helping to maintain the sea-water intake line to the school from Long Island Sound by performing maintenance on the pump; overseeing the up-keep of the polishing systems to include the drum filters, pleated cartridge filters, UV filters, sand filters and the BBF filters in both the 1st and 2nd floor Mechanical rooms at the school.
- Assisting in fabricating the site-specific equipment required to culture the organisms in the school's Fish Production Laboratory. Items may include; set-trays, down-weller silos, up-weller silos, lobster condos, installation of k-wells, carboys, pseudokriesals and raceways.
- Responsible for assisting Laboratory Technician with inventory, pricing both supplies and equipment; receiving and analyzing vendor quotes and writing purchase orders.

Exhibit B: Student Data and Privacy Agreement: Attached

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' 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

9-24-19

Date

Date

Stuart Mattison

Contractor Printed Name & Title

Revised: 10/2/18



United States Industry Fish Hatchery Salary

Salary for Industry: Fish Hatchery

\$48k

Avg. Salary [Show Hourly Rate](#)

What am I worth?

How should I pay?

Fisheries Technician

\$40k

Operations Manager

\$60k

Maintenance Manager

\$66k

Find out what you should be paid

Use our tool to get a personalized report on your market worth.

Location:

New Haven, Connecticut

Years in Field/Career:

United States (change)

How it works:

Enter city & years of experience

-274-

Add pay factors like skills & education

Find your market worth with a report tailored to you

Biologist

\$39k

100% Calculated 100% Estimated

Fishery Biologist

\$65k

100% Calculated 100% Estimated

Human Resources (HR) Administrator

\$44k 100% Calculated 100% Estimated

Supervisory Research Fishery Biologist

\$46k

100% Calculated 100% Estimated

Currency: USD • Updated: Tue Aug 27 2019 • Individuals Reporting: 27 • View Table

Calculated ⓘ Estimated ⓘ

« } »

Related Industries by Salary

Industries in the same category as Fish Hatchery, ranked by salary

**Maple Syrup
Gathering**

Avg. Salary: \$42,000

**Support Activities
for Forestry**

Avg. Salary: \$48,980

Aquaculture Manager Salaries in the United States

Salary estimated from 42,113 employees, users and past and present job advertisements on Indeed in the last 18 months. Last updated: September 20, 2019

Location

United States

Popular Jobs

Average Salary

Salary Distribution

Outside Sales Representative

49,054 salaries reported

\$70,702 per year

Outside Sales Representative Jobs

\$14,000

\$162,000

General Manager

23,183 salaries reported

\$53,847 per year

General Manager Jobs

\$14,000

\$162,000

Program Manager

7,357 salaries reported

\$70,413 per year

Program Manager Jobs

\$14,000

\$162,000

Business Manager

1,873 salaries reported

\$61,943 per year

Business Manager Jobs

\$14,000

\$162,000

Job openings related to Aquaculture Manager

We are looking for a Hatchery Mana...

Hendrix Genetics 3.6

Beresford, SD

23 days ago

Procurement / Logistics Specialist

Innovasea

Baton Rouge, LA

Apply with your Indeed resume

10 days ago

We are looking for a Transportation...

Hendrix Genetics 3.6

Beresford, SD

13 days ago

Standards Manager, Agriculture

Fair Trade USA 4.0

Oakland, CA

10+ days ago

Standards Manager, Agriculture

TransFair USA

Oakland, CA

Standards Manager, Agriculture

TransFair USA

Oakland, CA



Aquacultural Managers

Other names for this job might include Aquaculture Cooperative Marketing Director, Aquaculture Director, Aquaculture Farm Manager, Aquaculture Professor, Aquaculture Program Director, Aquaculturist, Farm Operations Technical Director, Fertilization Technician, Finfish Aquaculture Specialist, Fish and Wildlife Technician

\$75790

Salary

75%

Job satisfaction

Quite Hard

Becoming one

Bad

Job growth

OwlGuru Rank

B+

[Summary \(https://www.owlguru.com/career/aquacultural-managers/\)](https://www.owlguru.com/career/aquacultural-managers/)

[Job Description \(https://www.owlguru.com/career/aquacultural-managers/job-description/\)](https://www.owlguru.com/career/aquacultural-managers/job-description/)

Salary

[Requirements \(https://www.owlguru.com/career/aquacultural-managers/requirements/\)](https://www.owlguru.com/career/aquacultural-managers/requirements/)

[Quiz \(https://www.owlguru.com/career/aquacultural-managers/quiz/\)](https://www.owlguru.com/career/aquacultural-managers/quiz/)

How Much Do Aquacultural Managers Make In 2018

TABLE OF CONTENTS

1. [Average Salary](#) 2. [Salary](#)

[Range](#) 3. [Highest Paying](#)

[Industries](#) 4. [Highest](#)

In this salary guide, you will find out how much do Aquacultural Managers make.

. After reading this, you will be able to make a decision if working as an Aquacultural Manager will suit your financial goals (e.g: buying a home, BMW or just your target salary goal).

AVERAGE SALARY

Annual salary

\$75790 per year

Hourly wage

\$36.44 per hour

One of the most popular questions we get from our readers here at OwlGuru is how much do Aquacultural Managers make per year and what is their hourly wage.

According to BLS, the average annual salary of Aquacultural Managers is \$75790. Their salary can also be as low as \$35020 if you're still a newbie with no experience to over \$126070 if you have a ton of experience under your belt.

The typical hourly pay is \$36.44 and can range from \$16.84 to \$60.61 which also depends if you're a newbie or a professional.

Just like any other job, the salary of an aquacultural manager will vary based on your education and experience level.

= Over \$100 per hour or \$200,000 per year.

Salary rank

B

We wanted to make it easy for our readers to compare the salary of an aquacultural manager to all the other careers out there. So we created Salary Rank.

This compares the salary of all careers and we give them a rank of A, B, C or D depending on how high or low is their average salary.

After comparing how much do Aquacultural Managers make with other careers, they have a salary rank of B.

BECOME ONE



Interested in the career of an Aquacultural Manager? Find the right schools that can help you to become one. This service is free thanks to our sponsors.

[Interested in becoming an Aquacultural Manager? Click here](#)

SALARY RANGE

Level	Hourly	Yearly
Highest (Top 10%)	\$60.61	\$126070
Senior (Top 25%)	\$43.68	\$90860
Middle (Mid 50%)	\$31.91	\$66360
Junior (Bottom 25%)	\$22.67	\$47160
No experience (Bottom 10%)	\$16.84	\$35020

Entry-level Aquacultural Managers who starts out at \$47160 can expect to make \$66360 after 3-5 years of experience in the field.

The bottom 10% makes less than \$16.84 per hour while the top 10% makes over \$60.61 per hour.

While the median wage is \$66360 per annum or \$31.91 per hour.

Depending on who you work for, you might also get overtime pay.

= Over \$100 per hour or \$200,000 per year.



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

Memorandum

To: NHPS Finance and Operations Committee
From: Kristina DeNegre
Re: Great Minds
Meeting Date: 10/7/2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Great Minds, LLC

Amount of Agreement and the Daily, Hourly or per Session Cost: \$ 28,900.00 **Funding Source:** (Enter name of funding source and account #, i.e. Operating Fund 190-502-00-56694; or Title I 2531-6200-56694):
Commissioner's Network grant Acct# 2547-900-56694-0006

Key Questions:

I. Please describe how this service is **strategically aligned** with school or District goals:

Great Minds will provide professional development focusing on components of Eureka Math. Funding is for Virtual PD session and Onsite Coaching (8) for administration and teaching staff. On-site coaching is grade-band specific (K-5 or 6-8) and session requires a pre-determined host grade level. Administration and coaches will also participate in these on-site sessions in order to improve instructional leaders' ability to support effective classroom practice. Session will help to improve educators' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson. Throughout these sessions educators collaborate to analyze teaching and learning in their school community. A Eureka Math trainer will guide small groups in order to analyze and customize a selected lesson based on student data. Additional Funding will be used to provide half day grade level Professional Development around grade band content - a deep dive into the instruction and the content in each module. In addition Clinton Avenue School will also invest in Affirm online licenses to track students' progress and their achievement levels in order to plan according to their needs.

2. What **specific need** will this contractor address? Great Minds will provide professional development focusing on components of Eureka Math. Funding is for Virtual PD session and Onsite Coaching (8) for administration and teaching staff. On-site coaching is grade-band specific (K-5 or 6-8) and session requires a pre-determined host grade level. Administration and coaches will also participate in these on-site sessions in order to improve instructional leaders' ability to support effective classroom practice. Session will help to improve educators' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson.

3. **Contractor selection:** quotes, RFP, or Sole Source? Sole Source – See attached

4. What **specific skill set** does this contractor bring to the project? (Attach a copy of the contractor's resume). See attached



5. Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?
This is a new contract – total overall cost is \$ 28,900.00 – They are the only company to provide this service.
6. **Evidence of Effectiveness: How will the contractor’s performance be evaluated? If a continuation service, attach a copy of previous evaluations or archival data demonstrating effectiveness:**
7. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?**
The training cannot be provided internally since Great Minds is the sole provider for these services.
8. **Why do you believe this agreement is fiscally sound?** This agreement is fiscally sound since training will be provided by Great Mind Educators in support of our implementation. A Eureka Math trainer will guide small groups in order to analyze and customize a selected lesson based on student data. Additional Funding will be used to provide half day grade level Professional Development around grade band content - a deep dive into the instruction and the content in each module. In addition Clinton Avenue School will also invest in Affirm online licenses to track students' progress and their achievement levels in order to plan according to their needs

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Great Minds LLC

FOR DEPARTMENT/PROGRAM:

Clinton Avenue School

This Agreement entered into on the 5th day of November, 2019 effective (no sooner than the day after Board of Education Approval), the 5th day of November 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and Great Minds LLC located at 55 M Street, SE, Suite 340, Washington DC 20003 (herein referred to as the "Contractor").

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

In order to continue to build capacity among staff and provide support/guidance in implementing a comprehensive, standards aligned curriculum for Math instruction in grades Kindergarten through Grade 8. There will be a total of 8 on-site sessions at \$3,500 each and 2 virtual PD sessions at \$450 each during the 2019-2020 school years.

Staff will participate in on-site and virtual sessions in order to improve instructional leaders' ability to support effective classroom practice. Sessions will help to improve educators' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson. Throughout these sessions, educators collaborate to analyze teaching and learning in their school community. A Eureka Math trainer will guide small groups in order to analyze and customize a selected lesson based on student data. Additional Funding will be used to provide half day grade band on-site coaching, which will improve participants' understanding of how to effectively and efficiently prepare and teach a Eureka Math lesson. In addition Clinton Avenue School will also invest in Affirm online licenses to track students' progress and their achievement levels in order to plan according to their needs.

to expand their learning in our Extended Learning Day programs to not only sharpen the skills they are learning but to put those skills into practice. Pricing for Affirm licenses will be addressed separately and is not part of this agreement.

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$28,900.00 for 10 sessions**. The maximum amount the contractor shall be paid under this agreement: Twenty-eight thousand and 900 dollars

(\$28,900.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

Contractor will invoice upon completion of the Services with payment expected within in 30 days. Unless otherwise agreed to by the parties in writing, invoices will be issued regularly. Invoices are only payable in the legal tender of the invoice. All invoice amounts shall be due for payment without deduction thirty (30) days after issuance of the invoice.

Fiscal support for this Agreement shall be by Commissioner's Network Grant Program of the New Haven Board of Education, Account Number: 2547-900-6211-56694- 0006 This agreement shall remain in effect from November 5, 2019 to May 6, 2020 .

Intellectual Property: In connection with the Services, Contractor may provide Board with curriculum and professional development materials, including but not limited to PowerPoint presentations, videos, and Professional development and curriculum materials (the "Works"). Contractor owns all right, title, and interest, including all associated copyrights, trademarks and other intellectual property rights, in and to the Works (the "IP Rights"). Subject to the license granted herein, contractor retains all IP Rights. Board acknowledges that the license granted herein does not provide Board, Board's school, or Board's school district with title to or ownership of the Works, including the IP Rights. Contractor grants to Board, and Board hereby accepts, a limited, non-exclusive, and non-royalty license to use the Works in connection with the SOW or Contract or for further internal non-commercial training (the "License"), with no right to license or sublicense. Board may modify the Works only to the extent necessary for internal training (the "Derivative Works"). Derivative Works shall be considered "works made for hire" and owned by contractor. Board assigns and transfers to Contractor all right, title and interest in and to the Derivative Works, including without limitation any moral rights and any intellectual property rights subsisting therein and agrees to take any other steps necessary to assist Contractor in perfecting its right to same. Board represents and warrants that any Derivative Works created are original to Board and shall not infringe any intellectual property right of any other person or entity, and shall not constitute a libel or defamation, or an invasion of the right of privacy or publicity. Apart from the rights already licensed to Board herein, Board shall maintain no rights in and to the Derivative Works. Board agrees to refrain from distributing the Works and/or the Derivative Works to anyone outside of Board's school district, including by posting same to any website that can be accessed by persons in other school districts.

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' 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.

DocuSigned by:

FEB09 11:50P 1457

Contractor Signature

President
New Haven Board of Education

9/25/2019

Date

Date

Great Minds LLC
Jill Diniz, Chief Academic Officer - Math

Contractor Printed Name & Title

Revised: 7/17

Memorandum

To: NHPS Finance and Operations Committee
From: Wexler-Grant Community School
Re: Math Solutions
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Math Solutions onsite workshop for all staff members. Based on the conversations with Wexler-Grant and New Haven leadership; Math Solutions will provide a partnership model that will enable their highly-qualified consultants to work closely with Wexler-Grant leaders, instructional coaches, teacher teams to build internal capacity to support a scaled implementation. Through this approach, Wexler-Grant will establish a manageable model to increase fidelity and ensure long term sustainable success. Math Solutions will build teachers' knowledge of curricula and state standards, while providing the highest-quality face to face courses, coaching, and resources, all developed and delivered by experts in math education. Additionally, Math Solutions will use their four guiding principles that are essential to improving instruction and student outcomes. The Guiding Principles are the foundation of all Math Solutions professional learning and ensure that educators:

- Know the math they need to teach
- Understand the conditions necessary for learning
- Recognize students' strengths and weaknesses
- Have the expertise to make math accessible to all students

Math Solutions has identified key areas of instructional focus to reach math achievement goals: learning environment, reasoning and sense making, focus and coherence and formative assessment. Math Solutions experts will provide professional development and job embedded coaching centered on these principles and key areas of instructional focus.

Amount of Agreement and the Daily, Hourly or per Session Cost: Math Solutions Professional Learning Course on Math Workshop, 8 days of job-embedded coaching on rigorous math instruction with focus on math discourse and reasoning, effective teaching practices, strategies for differentiating, deepening content knowledge, and collaborative instructional planning through May 20, 2020. Totaling \$34,992.

Investment Summary

Costs Below Include:	
Development	Agenda created by Educational Specialist Team Comprehensive logistics meeting with Course Management Coordinator
Reporting	Evaluation Report; provides analysis and overview of participant evaluations Collaborative follow-up meeting with Educational Consultant to discuss next steps
Travel and Expenses	Airfare Ground transportation Lodging Meals All other travel expenses
Materials	Instructional materials used during the session Shipping costs for all materials as well as additional orders placed with PD
Delivery	On-site & online professional development sessions delivered over time
Publications	

DESCRIPTION OF SERVICE: Please provide a one or two sentence description of the service.
Please do not write “see attached”

Based on the conversations with Wexler-Grant and New Haven leadership; Math Solutions Approval is requested for an Agreement by and between the New Haven Board of Education and Math Solutions onsite workshop for all staff members. Based on the conversations with Wexler-Grant and New Haven leadership; Math Solutions will provide a partnership model that will enable their highly-qualified consultants to work closely with Wexler-Grant leaders, instructional coaches, teacher teams to build internal capacity to support a scaled implementation. Math Solutions will build teachers’ knowledge of curricula and state standards, while providing the highest- quality face to face courses, coaching, and resources, all developed and delivered by experts in math education.



New Haven School Change

Date	Description	Cost
Aug. 23- PD day Sept. 11- coach Oct. 23- coach Nov. 6- coach Dec. 4- PD day	Professional Learning Course 2 days Mathematical Thinking - A Focus on Representation and Procedural Fluency Problem Solving - Developing Disposition, Competence, and Confidence	\$7,776
Jan. 15- coach Feb. 12- coach Mar. 18- coach April 22- coach May 20- coach	Onsite Job-embedded Coaching 7 days (8 total days - one day of coaching is dedicated to Do the Math, see separate cost proposal)	\$27,216
Total		\$34,992

Funding Source: Commissioner's Network Grant Account Number: 2547-6293-56697-0032

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This service is strategically aligned to our school-wide goals based on student growth over time. The Connecticut State Department of Education requires that we base our progress on individual growth targets and trajectories on ESSA-required goals of academic achievement and progress towards Mathematics. The professional learning and job-embedded coaching is designed to increase teachers' math content knowledge and comprehension of how students learn. With this knowledge, Math Solutions then coaches teachers in effective instructional strategies, scaffolding accessible tasks, and providing tools to help students make sense of math and solve problems. Additionally, a focus on how to use formative assessments to design differentiated instruction. Academic research has shown these to be key in ensuring improvement of school level practices.

2. What **specific need** will this contractor address?

During the state audit site visit in 2016-17, they found no evidence of academic rigor or differentiation in 15 out of 16 classrooms. Math Solutions will address this area of need with

a focus on sense making and discourse in mathematics. Additionally, coaching and professional learning around the Math Workshop Model will allow for differentiation and rigorous tasks in the math classroom.

3. **Contractor selection:** quotes, RFP, or Sole Source? Quote
4. What **specific skill set** does this contractor bring to the project? See Attached Contract outline: Math Solutions Support and Implementation Team description on page 9.
5. Is this a **new or continuation service**? **If a continuation service**: a) has cost increased? If yes, by how much? b) What would an alternative contractor cost?

Continuation Service. Cost has increased from \$23,050 to \$34,992. This is an increase of \$11,942 which includes 3 more additional coaching days added on. Alternative contractor would be more. The last year have been spent building a professional and good working relationship with Math Solutions who have given us a deal for their services.

6. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of previous evaluations or archival data demonstrating effectiveness: Teachers will be surveyed to gather their understanding of the PD and the contractor will schedule onsite check in's and embedded coaching to ensure the continual sustainability of the PD.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? Math Solutions will provide the intensive support and expertise needed to implement effective research based strategies and structure in a timely manner.
8. Why do you believe this agreement is **fiscally sound**? Math Solutions has been partnering with schools and districts to improve math instruction for more than 30 years. Founded by Marilyn Burns in 1984 and always focused exclusively on math education, Math Solutions has the depth of professional development expertise to transform math instruction at Wexler-Grant. Math Solutions is the sole expert in math professional learning.

In addition, please attach a detailed scope of service and a copy of the Contractor's resume:

Submitted by: David Diah Phone: (203) 503-5600



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

Houghton Mifflin Harcourt Publishing Company

FOR DEPARTMENT/PROGRAM:

[Wexler-Grant Community School]

This Agreement entered into on the 7th day of October, 2019 effective (no sooner than the day after Board of Education Approval), the 7th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, Houghton Mifflin Harcourt Publishing Company, doing business as Math Solutions, located at 125 High Street, Boston, MA 02110 (herein referred to as the “Contractor”).

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

Math Solutions will be providing 7 days of job-embedded coaching to Wexler Grant teachers during the 2019-20 school year. They will also provide 2 all-day Professional Development for K-8 math teachers at Wexler- Grant. The Professional Learning Course is designed to introduce teachers to a research-based perspective for implementation of the math workshop model with a focus on standards and student needs driving math instruction.

During the 8 days of job-embedded coaching (8 days for coaching classroom teachers, 2 days for Professional Learning Workshops), educators work side by side enabling teachers to integrate new skills immediately into their practice.

Instructional coaching lessons support teachers to implement the strategies introduced in professional learning experiences. Teachers work side-by-side with a Math Solutions consultant to review highly-effective instructional practices and collaborate with colleagues to implement mathematics tasks that align to their Standards. Participating teachers have the opportunity to discuss the effect of instructional strategies on student learning as observed in the classroom and analyze the connection between tasks, active student engagement, reasoning and problem solving.

The most effective coaching occurs over time. Key to its effectiveness is the involvement of the principal, including a schedule that provides adequate time for teacher learning. Inherent in these

experiences is a ‘gradual release of responsibility’ from the coach to the classroom teacher.

Model lessons are one aspect of job-embedded coaching. The model lesson cycle typically includes the following:

- **Lesson Pre-Brief**—Math Solutions consultant and teachers co-plan the lesson he/she will teach. The Math Solutions consultant might teach or co-teach the lesson with the teacher.
- **The Lesson**—Math Solutions consultant teaches the lesson to a class of students, while teachers observe with a specific focus identified during the lesson planning sessions.
- **Lesson Debrief**—Math Solutions consultant facilitates as teachers collaborate to debrief the lesson with a focus on student learning and student misconceptions, identifying specific aspects and strategies used that supported student learning. Finally, the team reflects on next instructional steps for students. In addition to model lessons, job-embedded coaching may include:
 - Support for implementing effective teaching practices aligned to their Standards
 - Strategies for differentiating instruction to meet the needs of all students, especially struggling students and those needing intervention
 - Opportunities to focus on developing and deepening content knowledge
 - Collaborative instructional planning and observation of participant lessons to refine instruction

Followed by additional support in teacher’s area of need

- Effective teaching strategies aligned with standards
- Strategies for differentiating
- Opportunities to deepen content knowledge
- Collaborative instructional planning

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$34,992 for training PD on rigorous Math Instruction with focus on math content knowledge, effective teaching and differentiation strategies, and job embedded coaching through May 20, 2020 for up to a maximum of 7 days of job-embedded coaching which will provide school-based mentoring and 2 days of professional development for all K-8 math teachers to cover the period from October 7, 2019 through May 20, 2020. The maximum amount the contractor shall be paid under this agreement: thirty-four, nine hundred and ninety-two dollars (\$34,992). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and dates of service.

Days	Description	Cost
2	Professional Learning Course 2 days Mathematical Thinking - A Focus on Representation and Procedural Fluency Problem Solving - Developing Disposition, Competence, and Confidence	\$7,776
7	Onsite Job-embedded Coaching 7 days (8 total days - one day of coaching is dedicated to Do the Math, see separate cost proposal)	\$27,216
Total		\$34,992

Fiscal support for this Agreement shall be by **Commissioner's Network Grant** of the New Haven Board of Education, **Account Number:** 2547-6293-56697 **Location Code:** 0032.

This agreement shall remain in effect from October 7, 2019 to May 20, 2020.

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' 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

September 18, 2019

Date

Date

Lisa Jacobson, Director, Bids and Contracts
Houghton Mifflin Harcourt Publishing Company
doing business as Math Solutions

Contractor Printed Name & Title

Revised: 11/18



Proposal for Partnership with Wexler Grant Community School New Haven, CT

Professional Learning for Improvement in Mathematics

July 3, 2019

Presented to:

Mr. David Diah, Principal

Ms. Mandy Bonz, Math Coach

Contacts:

Matthew Harnett
Partnership Executive
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860.805.4597

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720.774.1318

Brenda Konicke
DPL Math Solutions
bkonicke@mathsolutions.com
602.616.3802

The purpose of this proposal is to create a plan for improving the effective teaching and student learning of mathematics at Wexler Grant Community School. We believe that a partnership with you that focuses on your district goals, student data, and a thorough understanding of your instructional needs to meet the Connecticut Core Standards for Mathematics, will lead to building the capacity required for student achievement in mathematics.

What We Heard

In our latest conversation, Mr. Diah shared that he was very pleased with the work conducted by Math Solutions during the 2018 – 2019 school year and is interested in offering a professional learning opportunity to grades K-8 teachers in the next school year. Math Solutions proposes to collaborate with district and school leadership to design this engagement to address the needs of teachers and the requirements of the Commissioners Network Grant.

- Proposing onsite job-embedded coaching one day/week for all teachers of math K-8
- Want the consultants to work closely with the math coach
- Continue course work to increase depth of knowledge and understanding of content

Based on collaborative conversations with you, we will create a customized *Professional Learning Plan* that includes/describes professional development focused on your unique needs and goals

Why Math Solutions?

Math Solutions has been partnering with schools and districts to improve math instruction for more than 30 years. Founded by Marilyn Burns in 1984 and always focused exclusively on mathematics education, Math Solutions has the depth of professional development expertise to transform math instruction in your school/district. Over the years, we have supported thousands of schools and districts to build learning environments where teachers are more knowledgeable and confident about math instruction and students are more engaged and excited about learning math.

While many companies provide generic professional learning services, Math Solutions is the sole expert in *mathematics* professional learning. Math Solutions draws upon years of classroom-grounded research and extensive knowledge of curricula and state standards, to provide the highest-quality face to face courses, coaching, and resources, all developed and delivered by experts in math education.

Math Solutions has identified the four *Guiding Principles* to be essential to improving instruction and student outcomes. These *Guiding Principles* are the foundation of all the professional learning we provide and ensure that educators:

- **Know the math they need to teach**— know it well and flexibly enough to understand various solution paths to increase students' reasoning of mathematics. Math Solutions increases teachers' math content knowledge necessary to deliver effective classroom instruction.
- **Understand the conditions necessary for learning**, so they may understand deeply the unique conditions necessary for student learning in mathematics— what they need to provide and what students must make sense of for themselves
- **Recognize each student's strengths and weaknesses**, content knowledge, reasoning strategies, and misconceptions.
- **Have the expertise to make math accessible for all students**, to ask questions that reveal and build understanding, and help students make sense of and solve problems.

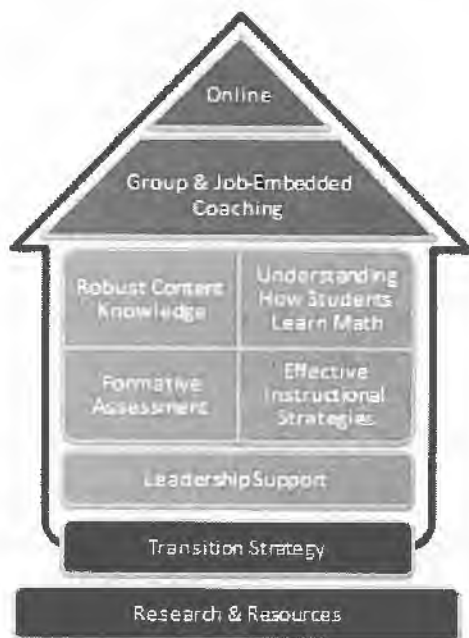
Based on these *Guiding Principles*, Math Solutions has identified key areas of instructional focus to reach math achievement goals: **learning environment, reasoning and sense making, focus and coherence, and formative assessment**. Math Solutions will help you recognize what a classroom that encompasses these key areas actually looks like with observable examples for both teachers and students. The *Instructional Practices Inventory (Appendix X)* guides leaders and teachers to know what works best to create a model math classroom. It outlines best teaching practices and student learning practices and is utilized in the assessment of the instructional needs of your teachers, monitoring progress, and end of the year or project summary.






30 years of experience has also resulted in a wealth of knowledge of individual state (or common) standards. Math Solutions has worked throughout the country with many curricula as well. Deep understanding of standards and the current curricula in your school or district, aligned with your professional learning goals is key to success.

More information about Math Solutions is in **Appendix II**.

Recent academic research (Learning Forward) tells us that a successful professional learning plan needs to be ongoing and include leadership support. At the foundation is math instruction that improves teachers' math content knowledge and pedagogy, which is sustained by classroom coaching and online support. Additionally, school and district leaders need to play a strong role in the plan, and the plan needs to connect to district goals.

Math Solutions Professional Learning



-  ...is part of a larger, long-range strategy to improve math instruction and student outcomes
-  ...is built on a foundation of leadership support
-  ...addresses the instructional needs of every teacher
-  ...is sustained through differentiated, targeted, on-going professional learning
-  ...is based on extensive in-classroom research incorporating the most innovative strategies and “best practices” from our award winning authors

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Description of Proposed Professional Learning Services for Wexler Grant Community School
The scope of work below describes a proposal for professional learning that supports your teachers, instructional coaches, and building level leaders. Before implementation, we will meet and collaborate with you to ensure your goals are fully integrated in your *Professional Learning Plan*.

This proposal is organized into the following components:

Component 1: Foundational Professional Learning Courses

Math Solutions courses have been developed by a team of thought-leaders and professional development experts instructional best practice strategies and methods.

AGENDA

Mathematical Thinking

A Focus on Representation and Procedural Fluency

OVERVIEW

Current state standards call for students to develop knowledge of computational procedures along with knowledge of when and how to use them appropriately. The goal is for students to become skillful in performing computational procedures flexibly, accurately, efficiently, and with understanding.

This full-day course provides teachers with a deeper understanding of procedural fluency beyond merely the ability to memorize procedures and apply them with little understanding. In addition, teachers will learn strategies to support students in representing ideas visually, symbolically, and verbally, as well as strategies for helping students make connections between these different representations.

OUTCOMES

- Expand understanding of procedural fluency to include carrying out procedures flexibly, accurately, and appropriately
- Broaden the definition of mathematical tools to include anything that students use to think about mathematics
- Connect multiple representations for the purpose of helping all students better understand underlying mathematical ideas
- Consider students' use of tools and representations for the purpose of assessing student understanding

FLEXIBLE, ACCURATE, AND EFFICIENT

For many students, procedures have been the mainstay of learning mathematics. "Yours is not to reason why, just invert and multiply" was a phrase used by teachers to help students remember the procedure for dividing fractions. The approach to learning computational procedures was based on a set of steps, or an algorithm, learned through repeated practice and memorization.

OPENING—WELCOME, LOGISTICS, AND EXPERIENCES

This introduction includes the course goals, an explanation of the structure and layout of the *Participant Guide*, an overview of the pillars and the practices addressed during the day, and pertinent logistical information.

WHAT IS PROCEDURAL FLUENCY?

Procedural fluency refers to knowledge of procedures; knowledge of when and how to use them appropriately; and skill in performing them flexibly, accurately, and efficiently. In this introductory experience, participants focus on aspects of procedural fluency beyond performing procedures such as estimation and sensemaking.

USING TOOLS TO DEVELOP UNDERSTANDING

Manipulative materials coupled with good questions can prompt students to think about mathematical ideas and reflect on their understanding of them. In this experience, teachers engage in a mathematical investigation and examine the questions used to focus students' work with manipulatives on important mathematical ideas.

LUNCH

CONNECTING MULTIPLE REPRESENTATIONS

In this portion of the day, participants explore multiple representations of a mathematics problem as physical or mental constructs that describe aspects of the concept. Participants consider the various representations as forms of an idea that allow the learner to interpret, communicate, and discuss the idea with others.

REFLECTION AND CLOSING

Participants take time to reflect on the experiences of the day and ways that these experiences will affect their classroom instruction.

AGENDA

Problem Solving

Developing Disposition, Competence, and Confidence

OVERVIEW

Current state standards call for students to make sense of problems and persevere in solving them. Teachers' instructional practices directly affect students' confidence in their mathematical skills and their willingness to persevere to solve difficult problems.

This full-day course provides teachers with a deeper look at building perseverance in problem solving and applying mathematics to everyday situations. Participants will learn strategies for engaging students in appropriate levels of constructive struggle, thus allowing all students to approach mathematics with confidence and competence. Teachers learn how to maintain the integrity of high-level tasks by structuring lessons to allow students to make connections and develop new mathematical knowledge.

OUTCOMES

- Broaden participants' understanding of how students learn and the features of a classroom environment that promotes confidence and perseverance in students
- Develop a working knowledge of constructive struggle as offering opportunities to involve students in problems that require critical thinking and connections across multiple mathematical concepts, skills, and ideas rather than those that entail superficial application of a rote procedure.
- Examine three core features of the role of the teacher who teaches for understanding
- Consider how two cognitive processes that are key in students' efforts to understand mathematics—reflection and communication—are also tools teachers use to assess student understanding

SUPPORTING CONSTRUCTIVE STRUGGLING

It is important for all students to experience some struggle in order to make sense of mathematics and develop new knowledge. Students will not persevere and be confident in their mathematical skills if we do not provide opportunities to make sense of the math and support them in the process.

Teachers maintain the integrity of high-level tasks by structuring lessons to allow students to make connections and develop new mathematical knowledge.

OPENING—WELCOME, LOGISTICS, AND EXPERIENCES

This introduction includes the course goals, an overview of the practices addressed during the day, and pertinent logistical information.

THE NATURE OF TASKS

The session focuses on grade-level content to highlight the nature of tasks that promote confidence, competence, and perseverance in students. In this session, participants experience firsthand an example of a task that is rigorous yet accessible, at some level, to all students.

PROBLEM SOLVING AND CONSTRUCTIVE STRUGGLE

This session highlights the importance of constructive struggle in a classroom environment that supports students' mathematical practice of making sense of problems and persevering in solving them. Participants solve a problem, communicate orally about their solutions, and record and organize their thinking. In processing this experience, participants discuss important ideas about the role that constructive struggle plays in developing problem-solving skills in students.

HOW LEARNING OCCURS

This session focuses on a view of learning in which people create/construct their own understanding of mathematical concepts/relationships through interactions between their minds & concrete experiences.

LUNCH

HOW LEARNING OCCURS (CONTINUED)

THE PROBLEM-SOLVING LESSON

The ability to identify and execute the critical phases of a problem-solving lesson, and to ask questions during each phase that compel students to think and reason, is vital to students' learning mathematics with understanding.

REFLECTION AND CLOSING

This session reviews the connections between today's tasks and the processes and students habits of mind, the five pillars for mathematics, and the learning outcomes for the day.

MATH SOLUTIONS GUIDING PRINCIPLES

Drawing upon academic work and our own classroom-grounded research and experience, Math Solutions has identified the following four instructional needs as absolutely essential to improving instruction and student outcomes:

- Robust Content Knowledge
- Understanding of How Students Learn
- Insight into Individual Learners through Formative Assessment
- Effective Instructional Strategies

These four instructional needs drive the design of all Math Solutions courses, consulting and coaching. We consider them our guiding principles and strive to ensure that all educators:

- Know the math they need to teach—know it deeply and flexibly enough to understand various solution paths and students' reasoning.
- Understand the conditions necessary for learning, what they need to provide, and what students must make sense of for themselves.
- Recognize each student's strengths and weaknesses, content knowledge, reasoning strategies, and misconceptions.
- Have the expertise to make math accessible for all students, to ask questions that reveal and build understanding, and help students make sense of and solve problems.

Component 2: Job-Embedded Coaching for Teachers, Instructional Coaches, and Building Administrators

8 days

Sept 11, Oct 23, Nov 6

Jan 15, Feb 12, March 18

April 22, May 20

Math Solutions Coaching

Math Solutions job-embedded coaching for individuals and teams drives innovation and instructional improvement and provides the tools for your teachers to transform theory into practical classroom practice. Team coaching builds a community of learners through collaboration. It is the fastest way to synchronize your teams across grade levels, share experience and expertise, and collaborate on plans and protocols. Individual coaching builds skills and leadership capacity through differentiation. With job-embedded coaching and model lessons, educators work side by side, enabling them to integrate new skills immediately into their practice.

Instructional coaching lessons support teachers to implement the strategies introduced in professional learning experiences. Teachers work side-by-side with a Math Solutions consultant to review highly-effective instructional practices and collaborate with colleagues to implement mathematics tasks that align to the Standards. Participating teachers have the opportunity to discuss the effect of instructional strategies on student learning as observed in the classroom and analyze the connection between tasks, active student engagement, reasoning and problem solving.

The most effective coaching occurs over time. Key to its effectiveness is the involvement of the principal, including a schedule that provides adequate time for teacher learning. Inherent in these experiences is a 'gradual release of responsibility' from the coach to the classroom teacher.

Model lessons are one aspect of job-embedded coaching. The model lesson cycle typically includes the following:

- **Lesson Pre-Brief**—Math Solutions consultant and teachers co-plan the lesson he/she will teach. The Math Solutions consultant might teach or co-teach the lesson with the teacher.
- **The Lesson**—Math Solutions consultant teaches the lesson to a class of students, while teachers observe with a specific focus identified during the lesson planning sessions.
- **Lesson Debrief**—Math Solutions consultant facilitates as teachers collaborate to debrief the lesson with a focus on student learning and student misconceptions, identifying specific aspects and strategies used that supported student learning. Finally, the team reflects on next instructional steps for students. In addition to model lessons, job-embedded coaching may include:
 - Support for implementing effective teaching practices aligned to their Standards
 - Strategies for differentiating instruction to meet the needs of all students, especially struggling students and those needing intervention
 - Opportunities to focus on developing and deepening content knowledge
 - Collaborative instructional planning and observation of participant lessons to refine instruction

SERVICES AGREEMENT

CP# 007368134

DATE: SEPTEMBER 12, 2019

NAME OF ORGANIZATION: WEXLER GRANT COMMUNITY SCHOOL (NEW HAVEN, CT)

	Days	Description	Cost
	2	<p>Professional Learning Course 2 days Mathematical Thinking - A Focus on Representation and Procedural Fluency Problem Solving - Developing Disposition, Competence, and Confidence</p>	\$7,776
	7	<p>Onsite Job-embedded Coaching 7 days (8 total days - one day of coaching is dedicated to Do the Math, see separate cost proposal)</p>	\$27,216
Total (All Inclusive)			\$34,992

Total Cost Includes	
Travel and Expenses	<ul style="list-style-type: none"> - Airfare - Ground transportation - Lodging - Meals - All other travel expenses
Materials	- Instructional materials used during the session (as applicable)

Services Agreement valid for 30 days -

Subject to terms and conditions, located at: <https://www.hmhc.com/terms-of-use/services>

The district referenced above hereby accepts and agrees to the details set forth in this Services Summary, including dates and fees, subject to the terms and conditions.

CLIENT:

Signature: _____

Date: _____

Printed Name: _____

Title: _____

- Will a PO be issued for this purchase? Yes No PO Required
- Is the PO attached? Yes No If no, anticipated date of PO: _____
- Please invoice from Houghton Mifflin Harcourt: Upon delivery of service or Upfront
- If invoice 'upon delivery of service' is selected, please indicate funding/PO expiration/last date HMH can invoice: _____
- Please return Services Agreement and PO (payable to Houghton Mifflin Harcourt) to:

Matthew.harnett@hmc.com

Math Solutions Instructional Practices Inventory

Professional development opportunities provided for teachers can only target the learning needs of students if information is collected from classrooms. This tool will be used to compile information gathered from multiple schools and classrooms in an effort to design professional development that targets identified needs. Information from one classroom or school will not be used in any way.

LEARNING ENVIRONMENT	
Teacher	Students
Provides a respectful, safe learning environment in which mistakes are seen as an opportunity to learn.	Take an academic risk and rely on their own thinking and the thinking of other students.
Structures the class for independent work, pairs, groups, and whole class in a thoughtful and deliberate way.	Listen and ask questions to each other to clarify information; respectfully challenge ideas; make conjectures.
Asks questions that both build and reveal new understanding of content and practice. Avoids yes/no questions unless they also ask for justification.	Explain their reasoning; construct viable arguments and critique the reasoning of others.
Makes appropriate tools available and encourages their use.	Communicate using appropriate mathematical language both orally and in writing.
	Work well in a variety of grouping structures.
REASONING AND SENSE-MAKING	
Teacher	Students
Selects rigorous learning experiences.	Persevere in making sense of rigorous problems.
Makes learning experiences accessible to all students without compromising the rigor in the problem.	Seek out multiple approaches to solving a problem.
Expects students to justify their reasoning for all answers, whether correct or incorrect.	Use multiple representations when solving problems such as symbols, diagrams, graphs, words, etc.
Selects learning experiences that represent a balance of conceptual understanding and procedural fluency.	Understand math concepts and use procedures appropriately.
	Use appropriate tools strategically, including mental calculations, that fit the situation.
	Look closely to discern a pattern or structure.
FOCUS AND COHERENCE	
Teacher	Students
Understands the expectation of the standard to be taught and its connection to previous standards; aligns the lesson to grade level content and practice standards.	Connect their current learning to previously learned standards.
Differentiates instruction based on student needs.	Use math to contextualize and/or decontextualize problems.
Selects problems that provide opportunities for students to contextualize and/or decontextualize.	Apply the math they know to solve real-world problems.
Selects problems that provide opportunities for students to apply math to real-world situations.	
FORMATIVE ASSESSMENT	
Teacher	Students
Uses data to make instructional decisions based on student need.	Take responsibility for their learning by monitoring their progress toward a learning target.
Provides feedback to students or structures opportunities for students to provide feedback to each other.	Evaluate the reasonableness of their results using feedback from the teacher or a peer.
Identifies and communicates the learning target(s) of the lesson.	Articulate what they are learning and why.
Implements a variety of strategies to monitor student learning.	

About Math Solutions

Founded in 1984 by renowned math educator Marilyn Burns, Math Solutions, a division of Houghton Mifflin Harcourt (HMH), is the nation's leader in developing effective teachers of mathematics. With more than 30 years of experience working with thousands of school districts nationwide, our team of educational experts creates solutions for accelerated sustainable improvement in teacher effectiveness, student learning, and test results. You can learn more about Math Solutions services at www.mathsolutions.com.

Our Mission

Math Solutions is dedicated to improving students' learning of mathematics by providing educators with the highest quality professional development services, products, and resources.

Method of Approach

Math Solutions Directors of Professional Learning and Instructors collaborate with district and school leadership during each professional development engagement to ensure the improvement of school level practices and student learning. Drawing from academic research and more than 30 years of experience, Marilyn Burns has identified four goals for educators that are essential to improving the teaching of mathematics:

- Teachers' understanding of the math they teach
- Understanding of how students best learn math
- Development of effective strategies for teaching mathematics
- Formative assessment to guide instruction

Math Content Knowledge

As we implement the professional learning of adult educators, we identify what math content is of vital importance for teachers to understand by grade level and state standards. This content is different from the mathematics that a mathematician – instead, it's knowing mathematics deeply and flexibly enough to convey concepts, reasoning and the real-world application of the mathematics to students.

How Students Learn

In addition to being clear about what math content knowledge a teacher needs to understand, we also support teachers by helping them to understand how children learn mathematics—knowing what is important to *tell* children and what is best *not to tell* children. It implies asking thoughtful questions for the part of mathematics that we don't tell children. It also involves knowing what conditions are needed for learners to make sense of mathematics. Developing this understanding requires a career-long effort on the part of a teacher.

Effective Instructional Strategies

Given a deep and flexible understanding of the math content and a developing understanding of how children learn mathematics, we introduce teachers to effective instructional strategies, including choosing and scaffolding accessible tasks, asking questions that build and reveal understanding, and providing tools that help students make sense of mathematics and solve problems.

Formative Assessment

Assessment, or determining what students know, is a central element in the process of teaching and learning. Assessment generally falls into two categories—summative (assessment of learning) and formative (assessment for learning). Tests given at the end of teaching units and standardized tests are examples of summative assessments. Formative assessment is intended to provide teachers and students with information about what students *understand*, as well as unveiling student misconceptions. This type of assessment is used to guide instructional decisions on a daily basis, in order to improve student learning; it includes open questions and tasks, listening to students, observing students, and examining student work.

Math Solutions Support and Implementation Team

"It takes a village" for Math Solutions to create the most engaging and effective professional development experience for your teachers and administrators. The Math Solutions team will design professional development around your unique needs and deliver it in a format that works for you and includes:

A **Partnership Executive** who will listen to your current needs in math instruction, share ideas about how Math Solutions has supported schools and districts with similar needs, and work with the Math Solutions content team (below) to customize a plan to reach your goals.

Your **Director of Professional Learning** is an expert at designing and delivering professional development. He/she will manage all aspects of your project from start to finish, ensuring that it meets your goals. He/she will be engaged in every aspect of your project and will work with you throughout the process to ensure it is meeting your needs, and will refine the plan if needed. Your Director of Professional Learning will have an in-depth conversation with you to assess the needs of current math instruction and make recommendations for professional learning to help you reach your goals.

Content Instructional Designers work with your Director of Professional Learning to design the actual PD experiences for your teachers/coaches/administrators. Math Solutions' Content Instructional Design team draws from the expertise of more than 150 consultants, academic thought leaders and authors, to ensure that your project is designed by the top minds in math education.

The **Consultant Development Director** will work with your Director of Professional Learning to match the needs of your project with the skills of more than 150 consultants. The Consultant Development Director has been a part of the Math Solutions content team for more than 10 years and is a former Presidential Award winner for Excellence in Mathematics and Science teaching.

Your **Professional Learning Consultant** is selected from more than 150 instructors and is matched to your project based on your needs and their expertise. The team consists of top mathematics educators in the country who have earned more than 60 national and local recognition awards, including the Presidential Award for Excellence in Mathematics and Science Teaching. Ninety-eight percent of Math Solutions participants reported that the Math Solutions instructors were knowledgeable and skilled in facilitating adult learning. Resumes of Instructors are available upon request.

Operations Services Specialists provide all logistical and contractual support so your courses and coaching experiences run as smoothly as possible. Math Solutions delivers thousands of PD engagements each year and has learned what is necessary to provide an effective learning environment for your teachers and administrators. Your Operations Services Specialist will walk you through those details and provide you with an easy checklist that outlines the specific technology and room requirements for your engagement. He/she will work with our warehouse to ensure that all your course materials are delivered on time and to the appropriate location. If necessary, he/she will work with your purchasing and contracting departments to keep the invoicing process seamless. The Operations Services Specialist will communicate course location details with your instructor. He/she also will ensure that the logistics are taken care of, so your participants can focus on learning.

EXHIBIT B does not pertain to this Agreement.



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



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: NHPS Finance and Operations Committee
From: Wexler-Grant Community School
Re: Literacy How, Inc
Meeting Date: October 7, 2019

Executive Summary: Approval is requested for an Agreement by and between the New Haven Board of Education and Literacy How, Inc, onsite workshop for all staff members. Based on the conversations with Wexler-Grant and New Haven leadership; Literacy How, Inc will provide a partnership model that will enable their highly-qualified consultants to work closely with Wexler-Grant leaders, instructional coaches, teacher teams to build internal capacity to support a scaled implementation. Through this approach, Wexler-Grant will establish a manageable model to increase fidelity and ensure long term sustainable success. In alignment, Literacy How will begin to build the teachers' understanding of comprehensive literacy by using a common language of instruction for students. Additionally, they will highlight the following principles of Wexler's professional development: grounded in a theoretical framework for how reading skills are acquired;

- comprehensive, addressing and interweaving all five components of the reading process;
- language-based (i.e., explicitly instructing students in the structure of language and the meaningful parts of words) and code-based (i.e., teaching the foundational skills of phonemic awareness and phonics);
- personalized to each students' learning profile and asset-oriented, so that teachers focus on the student's strengths and the conditions under which learning is enabled.
- diagnostic (i.e., teachers use frequent formative assessments), prescriptive (i.e., teachers determine the best matched intervention/instruction to meet the student's individual needs) and scaffolded (i.e., teacher's prompts diminish as students gain proficiency).

Amount of Agreement and the Daily, Hourly or per Session Cost: Literacy How training PD on rigorous Literacy Instructions with focus on planning, monitoring progress and job embedded coaching through June 15, 2019 (2.1). Totaling \$94,500.

For these services, we will be paid the sum of \$94,500 for three Literacy How Mentors to provide weekly school-based mentoring and biweekly or monthly professional development for all K-8 classroom teachers to cover the period from October 7, 2019 through June 15, 2020. Coaching days are billed at \$900 per day for 35 days per coach. The maximum amount the contractor shall be paid under this agreement: Ninety-Four thousand, five hundred dollars (\$94,500).

Funding Source: School Improvement Grant Account Number: 2531-6303-56694-0032



Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

This service is strategically aligned to our school-wide goals based on student growth over time. The Connecticut State Department of Education requires that we base our progress on individual growth targets and trajectories on ESSA-required goals of academic achievement and progress towards English Language. The workshop is designed to introduce teachers to a research-based perspective for implementation of classroom literacy instruction with a focus on all components of comprehensive literacy instruction: phonemic awareness, phonics and spelling, vocabulary and morphology, syntax, and text comprehension and written expression. The foundation of all of these components is oral language

2. What **specific need** will this contractor address? During the 2017-2018 and 2018-2019 School year, classroom observations from a variety of stakeholders revealed that most lessons are taught in isolation and are not part of coherent sequence. With a commitment to strive towards instructional excellence through a foundation focusing on literacy, Wexler-Grant will utilize resources from the SIG grant to improve student learning and ultimately achievement. The goal of the Literacy How is to provide a schema conveying all domains of literacy required for a child to become literate.

The five components of comprehensive literacy instruction:

- **Phonemic awareness (PA)**—an awareness of and the ability to manipulate the individual sounds (phonemes) in spoken words;
- **Phonics (P)**—the study and use of sound/spelling correspondences and syllable patterns to help students read written words;
- **Fluency (F)**—reading text with sufficient speed, accuracy and expression to support comprehension;
- **Vocabulary (V)**—the body of words and their meanings that students must understand to comprehend text; (the Literacy How reading model includes **Morphology** with Vocabulary); and
- **Text comprehension (TC)**—the ability to make meaning requiring specific skills and strategies, vocabulary, background knowledge and verbal reasoning skills.

3. **Contractor selection:** quotes, RFP, or Sole Source? RFI
4. What **specific skill set** does this contractor bring to the project? See Attached Contract outline

Is this a **new or continuation service**? **If a continuation service:** a) has cost increased? If yes, by how much? b) What would an alternative contractor cost? Continuation Service. Cost has increased from \$79,897 to \$94,500. This is an increase of \$14,603 which includes each mentor providing at 35 full-days of embedded professional development (PD). Alternative contractor would be more. The last year have been spent building a professional and good working relationship with Literacy How, Inc who have given us a deal for their services.



5. **Evidence of Effectiveness:** How will the contractor's performance be evaluated? **If a continuation service, attach** a copy of previous evaluations or archival data demonstrating effectiveness: Teachers will be surveyed to gather their understanding of the PD and the contractor will schedule onsite check in's to ensure the continual sustainability of the PD.
6. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? NA
7. Why do you believe this agreement is **fiscally sound**?
Facilitated by more than one of Literacy How, Inc's expert facilitators, the workshop is a balanced blend of direct instruction, video analysis, hands-on work, resource sharing, and peer collaboration and feedback. Participants are actively engaged in project design, job-embedded coaching, with the expectation that every teacher or teaching team will generate a project plan that receives formative feedback from both participants and Literacy How, Inc Team.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

**By And Between
The New Haven Board of Education
AND**

[Literacy How, Inc.]

FOR DEPARTMENT/PROGRAM:

[Wexler-Grant Community School]

This Agreement entered into on the 7th day of October, 2019 effective (no sooner than the day after Board of Education Approval), the 7th day of October 2019, by and between the New Haven Board of Education (herein referred to as the "Board") and, Literacy How, Inc located at 100 Broadway, North Haven CT 06473 (herein referred to as the "Contractor").

SCOPE OF SERVICE: *Brief description of service deliverables. In addition, please attach a detailed Scope of Service that describes all deliverables, locations and costs for service, including supplies, materials and travel, if applicable:*

The president of *Literacy How* and the three *Literacy How* Mentors who will be providing coaching to Wexler Grant teachers during the 2019-20 school year will provide an all-day workshop for K-8 teachers from the school. The three *Literacy How* Mentors will be providing weekly school-based mentoring and biweekly or monthly professional development for all K-8 classroom teachers to cover the period from October 7, 2019 through June 15, 2020. The workshop is designed to introduce teachers to a research-based perspective for implementation of classroom literacy instruction with a focus on all components of comprehensive literacy instruction: phonemic awareness, phonics and spelling, vocabulary and morphology, syntax, and text comprehension and written expression. The foundation of all of these components is oral language (see *Literacy How Reading Wheel* (<http://www.literacyhow.com/our-model/components-of-comprehensive-literacy-instruction/>)).

During the workshop, we will begin to build the teachers' understanding of comprehensive literacy by using a common language of instruction for students. Additionally, we will highlight the following principles of our professional development: grounded in a theoretical framework for how reading skills are acquired;

- comprehensive, addressing and interweaving all five components of the reading process;
- language-based (i.e., explicitly instructing students in the structure of language and the meaningful parts of words) and code-based (i.e., teaching the foundational skills of phonemic awareness and phonics);

- personalized to each students' learning profile and asset-oriented, so that teachers focus on the student's strengths and the conditions under which learning is enabled.
- diagnostic (i.e., teachers use frequent formative assessments), prescriptive (i.e., teachers determine the best matched intervention/instruction to meet the student's individual needs) and scaffolded (i.e., teacher's prompts diminish as students gain proficiency).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$94,500 for training PD on rigorous Literacy Instructions with focus on planning, monitoring progress and job embedded coaching through June 15, 2020 (2.1)** for up to a maximum of **three *Literacy How Mentors*** who will be providing weekly school-based mentoring and biweekly or monthly professional development for all K-8 classroom teachers to cover the period from October 7, 2019 through June 15, 2020. This contract will be billed for these services, and Literacy How, Inc will be paid the sum of \$94,500 for three Literacy How Mentors to provide weekly school-based mentoring and biweekly or monthly professional development for all K-8 classroom teachers to cover the period from October 7, 2019 through June 15, 2020. Coaching days are billed at \$900 per day for 35 days per coach. The maximum amount the contractor shall be paid under this agreement: Ninety-Four thousand, five hundred dollars (\$94,500). 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 **SIG Grant** of the New Haven Board of Education, **Account Number: 2531-6303-56694 Location code: 0032**

This agreement shall remain in effect from October 7th, 2019 to June 15th, 2020.

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' 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.

Margie B. Gillis
Contractor Signature

President
New Haven Board of Education

9/16/19
Date

Date

Margie B. Gillis, President
Contractor Printed Name & Title
Literacy How, Inc.

Revised: 7/17



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.

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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

Agreement between *Literacy How* and Wexler Grant School

During the 2019-2020 Academic Year, *Literacy How* will work with educators and administrators at **Wexler Grant School** and provide the following:

1. *Embedded, school based professional development and coaching*

The *Literacy How* president met with school personnel after the Needs Assessment to review the strengths and needs of the school's literacy program, including curricular goals, assessment instruments, instructional materials, remedial programs, coordination of services and professional development needs. A plan was developed for the school year with the goal to target improvements in the literacy program centering on professional development for K-8 teachers. The plan includes the following components:

- Articulation of the core components to be covered in the professional development.
- Inventory of current assessment measures in order to make specific recommendations for the enhancement of tier one instruction and to determine use of informal diagnostic and progress monitoring assessments to drive instruction.
- Recommendations for professional resources for teachers.
- Implementation of the Scientific Research-based Interventions, including intervention for the at-risk reader.

Through *Literacy How Inc.*, three *Literacy How* Mentors will provide training for K – 8th grade teachers. Each mentor will be assigned three grades: K-2; 3-5; 6-8 and will support all of the teachers in those three grades. Each mentor will provide at 35 full-days of embedded professional development (PD). This PD is designed to help teachers acquire a research-based perspective for implementation of classroom literacy instruction with a focus on all components of comprehensive literacy instruction: phonemic awareness, phonics and spelling, vocabulary and morphology, syntax, and text comprehension and written expression. The foundation of all of these components is oral language (see *Literacy How* Reading Wheel: <http://www.literacyhow.com/our-model/components-of-comprehensive-literacy-instruction/>).

2. *Professional Development for Teachers*

The *Literacy How* Mentors will support the Internal Literacy Coach in assisting teachers with linking new concepts with their current instructional practices (i.e., Core State Standards and New Haven School District curricula). Embedded PD will be provided to K-8th grade classroom teachers and PD workshops will be provided to those teachers as well as ancillary personnel serving students' literacy acquisition (i.e., reading specialists, special educators, speech-language pathologists, ELL teachers). The workshops will give teachers opportunities to deepen their understanding of the underlying theory and research. To make the PD relevant and immediately transferable, teachers will be encouraged to bring student work samples and assessment results to help identify students' instructional needs and to determine appropriate interventions based on those needs.

3. *Professional Development for the Internal Literacy Coach*

It is expected that the principal will support a coaching model to include an infrastructure of pre-conferencing, co-teaching/observation and reflection. The principal will release the Literacy Coach to work with the *Literacy How* Mentors while they are in the school. This *Literacy Coach* will receive guidance in the scope, sequence and methods of professional development for teachers while observing and working with the *Literacy How* Mentors. In addition, this individual will help facilitate the professional development model in the building and will coordinate collaboration time that will take place at the school.

4. *Administrative Support and Consultation*

The principal will be an integral part of implementation and as such, is strongly encouraged to attend at least part of every PD that the *Literacy How* mentors conduct. *Literacy How* Mentors will also meet individually with the principal to discuss the progress of the PD and additional steps that would facilitate optimal instruction and student achievement (e.g., selecting supplementary instructional materials; implementing informal assessment tools in the classroom). These meetings will occur at the school and include the principal, the *Literacy Coach* and the *Literacy How* Mentors. As the school's instructional leader, the principal's involvement is critical to the success of professional development. These regular meetings will give the principal the opportunity to increase familiarity with current reading research, to learn more about the content and rationale of the PD, and to meet and share challenges and solutions. These meetings will also serve as the primary vehicle to discuss the progress of the integration of PD into classroom instruction and additional steps that would facilitate optimal instruction and student achievement.

The *Literacy How* Mentors will also assist the principal in the use of the *Literacy How Literacy Protocols* as evidence of application of knowledge learned. These protocols include domain-specific information for each core component of comprehensive literacy so that principals know what to look for in terms of explicit and systematic instruction. Every effort will be made to use the protocol provided with each classroom teacher at least three times over the year. It is also expected that the *Literacy How Environmental Checklist* will be used in coordination with classroom visits to ensure essential student scaffolds are in use in every classroom.



LETTER OF AGREEMENT

During the 2019-20 academic year, Wexler Grant School agrees to contract with *Literacy How, Inc.* for the Mentors to provide the above Package of Services.

For these services, we will be paid the sum of \$94,500 for three Literacy How Mentors to provide weekly school-based mentoring and biweekly or monthly professional development for all K-8 classroom teachers to cover the period from October 7, 2019 through June 15, 2020. Coaching days are billed at \$900 per day for 35 days per coach.

We applaud your commitment to teachers and students and look forward to working with you in the future.

Margie B. Gillis, Ed. D.
President, *Literacy How, Inc.*

Date

Accepted

Date

This letter supersedes all prior or contemporaneous agreements, understandings, negotiations or representations, whether oral or written, expressed or implied, on these same subjects and may only be modified by an agreement signed by you and by *Literacy How*. You agree that *Literacy How* may assign this letter to any affiliate organized to operate the Mentor's work. *Literacy How* does reserve the right to re-budget funds between categories.



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Kathleen Mattern Principal, Truman School
Date:
Re:
Proposed Meeting Date:

Executive Summary/ Statement: Approval is requested for an Agreement by and between New Haven Board of Education and ACES.

Amount of Agreement and the Daily, Hourly or per Session Cost:

77 days @\$600 day at \$46,2000 Administrative Cost \$3,800 Total \$50,000

Funding Source & Account #: School Improvement Grant 2546-6266-56694

Key Questions:

1. Please describe how this service is strategically aligned with school or District goals:

ACES provides training in effective research based instructional practices to teachers and tutors with a focus on improving literacy and academic vocabulary instruction. The training will have a direct impact on student comprehension in all content areas. The primary goal of the district and school is student achievement and growth. The services provided by ACES allows the school access to a reading specialist on site at the school.

2. What specific need will this contractor address?

Truman School has been designated a priority school based on the State Accountability Index and was awarded the School Improvement Grant for a period of three years (2017-2020) A need for individual coaching and implementation support is to be provided by ACES reading specialist in order to improve instruction and intervention support which will increase student achievement .

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe:

Continuation of services. All K-8 teachers were provided professional development in the areas of small group instruction, analyzing literacy data, effective strategies for vocabulary instruction and research based SRBI interventions. Smarter Balanced state testing shows a 5% increase in student proficiency on ELA assessment over last year for all students. Data is provided in question 6.

4. What **specific skill set** does this contractor bring to the project?

ACES brings years of experience in statewide and regional professional development in the areas of data driven decision making, SRBI implementation, leadership development and teacher coaching.

5. Is this a **new or continuation service**?

Continuation of services

6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?**

This is Year 3 of a three year grant. There is no cost increase. Student achievement and growth data as well teacher evaluation data will be used to evaluate performance of ACEs consultation services. 2018-2019 data showed the follow increases:

- Percentage of students scoring proficient on the ELA Smarter Balance for all students increased by 5%. Grade 3 showed an increase of 7%, Grade 5 showed an increase of 19%, Grade 7 showed an increase of 11% and Grade 8 showed an increase of 9%. Cohort growth was evident as well Grade 3 to 4 +5%, Grade 4 to Grade 5 +3% Grade 5 to Grade 6 +2% Grade 7 to Grade 8 3%.
- Percentage of students scoring proficient on Math Smarter Balanced for all students increased by 9% overall. Grade 3 increase by 11%, Grade 4 by 1%, Grade 5 by 16%, Grade 6 by 3%, Grade 7 by 15% and Grade 8 by 6%. .
- Year to year Cohort growth in math also improved: Grade 3 to 4 by 5%, Grade 4 to 5 by 17%, Grade 6 to 7 by 3% and Grade 7 to 8 by 6%
- The LAS links growth data show that the APTA (average percent of target achieved) for English Language Learners at Truman exceeded the state APTA (State 60% -Truman 64.7%)
- An Instructional Leadership Team was trained by Focus Schools monitored the implementation of a schoolwide academic. vocabulary instructional focus
- 100% of the students who qualified for intervention received a reading intervention through the SRBI process. SRBI meetings were held weekly and data tracked through the SRBI district website. A menu of literacy interventions were provided based on the specific needs of each student. ACEs provided a consultant who monitored this process as well as provide professional development for grade level teams in the area of foundational reading skills and running record assessments.
- 79% of students in grades 3-8 increased by 50 quantile points as measured by the District Math Inventory from the beginning to the end of the 2018-2019 academic year.

7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?

ACES provides specialized training in these areas:

- Team training and facilitation to include monitoring of the SRBI process – working with school teams to review student achievement data and make instructional decisions based on data.
- Facilitation – regularly scheduled grade level and vertical teams to support implementation of best practices in the area of reading and vocabulary development.
- Individual teacher coaching – work in classrooms with teachers to provide actionable feedback in order to improve teacher instruction
- Small group instruction-provide training and side by side coaching to teachers in grades K-2 to develop foundational reading skills during small group instruction

8. Why do you believe this agreement is **fiscally sound**?

Based on experience of ACES providing the services and quality of services the agreement fiscally sound. State and district assessment data show an increase of student performance as a result of 2018-2019 services provided by ACES. ELA state testing revealed a 5% increase for all students. Student growth on the LAS links assessment for English Language Learners was higher than the state APTA (State 60% APTA -Truman School 64.7% APTA)



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
ACES

FOR DEPARTMENT/PROGRAM:
Truman School

This Agreement entered into on the 16 day of October 2019, effective (*no sooner than the day after Board of Education Approval*) 16th day of October, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, ACES, located at, 350 State St. North Haven, CT (herein referred to as the “Contractor”

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$ 600 per day, for a total of 77 days, hours or sessions, plus administrative fee of \$3,800.

The maximum amount the contractor shall be paid under this agreement: (\$ 50,000).
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 of the New Haven Board of Education,

Account Number: 2546 -6266 – 56694 **Location Code:** 0029 (pending receipt of funds)

This agreement shall remain in effect from 10/16/2019 to 6/30/2020

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).*

ACES will provide 77 days of professional development and consultation with administrators at a cost of \$600 per day and administrative fee of \$3,800. Services provided will include team training and facilitation of multi -tiered interventions, individual teacher and coaching, implementation support in the areas of academic vocabulary and small group instruction.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable. -

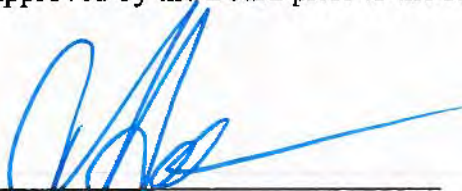
Explanation attached

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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

9/3/19

Date

Date

ACES Assistant Execut Dir

Contractor Printed Name & Title
Timothy Howes (ACES)



New Haven Public Schools
 Proposal of Services FY19 - Truman School

9/4/2018
 2019

Component	Overview	Cost
Team training and facilitation Individual teacher coaching and implementation support	Training <ul style="list-style-type: none"> SRBI model (including system of multi-tiered interventions, culturally responsive pedagogy, universal screening, progress monitoring) data-driven decision-making protocols and processes establishing a professional learning community Facilitation <ul style="list-style-type: none"> Data teams: analyze data, determine student needs, and monitor progress in reading and mathematics SRBI protocol implementation Regularly scheduled PLC meetings to support culture/climate for improving learning outcomes for all students 	\$31,200
Collaboration and coordination with building principal, literacy coach and math coach	Including, but not limited to: <ul style="list-style-type: none"> Regularly scheduled status check meetings to ensure effective implementation of professional learning plan Assistance with compliance requirements and related grant reporting 	\$15,000
	Total Consultant Fee: 77 days @ \$600/day	\$46,200
	ACES Administrative Fee	\$3,800
	Total Contract Cost	\$50,000

Contact: Leslie Abbatiello
 Director of Professional Development & School Improvement
labbatiello@aces.org
 203.407.4402

Professional Development / School Improvement • 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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Kathleen Mattern, Principal Truman School
Date: August 30, 2019
Re: Focused Schools
Proposed Meeting Date: October 7, 2019

Executive Summary/ Statement: *Approval is requested for an Agreement by and between the New Haven Board of Education and Focused Schools.*

Amount of Agreement and the Daily, Hourly or per Session Cost: 4 days administration services, \$750 per day and 12 days @ \$2,300 per day for professional development day.

Funding Source & Account #: Total \$30,600 SIG Program 2546-6266-56694-0029 pending receipt of funds

Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals:
Student achievement is the priority of both the district and school improvement plan. Focused Schools provides training to the school leadership team with an emphasis on designing and implementing a schoolwide academic focus. The academic focus chosen at Truman centers around direct instruction of academic vocabulary. Truman School has a large English Language Learner population (46% EL students). Academic vocabulary instruction not only benefits EL students but all students. An increase in academic vocabulary leads to a increase in comprehension in all subject areas.

What **specific need** will this contractor address?

Through customized professional development and executive coaching Focused Schools empowers leaders to develop structures, strengthen collaborative and distributed leadership resulting in improved instruction and student achievement.

2. **Contractor selection:** quotes, RFP, or Sole Source?

Please describe: Continuation of services. Focused Schools provided professional development and executive coaching to the leadership team which helped develop and maintain structures. This resulted in the implementation of a school wide instructional focus on academic vocabulary which led to increased student achievement. Student achievement data is cited in question 5.

3. What **specific skill set** does this contractor bring to the project?

Focused Schools is a national leader of expert practitioners and facilitators working with school systems across the United States They have worked with schools to make measurable, lasting



NEW HAVEN PUBLIC SCHOOLS

improvements in student performance, school leadership and instruction. Since the organization's inception, Focused Schools maintains an impressive track record of helping schools gain significant growth, often more than 7% points annually on formative, interim, and standardized assessments. This hallmark of Focused Schools work is one of the many reasons we are requested to provide technical assistance, professional development, and executive coaching to underperforming districts and schools throughout the nation. For an extensive list of our impacts on student outcomes, see our results at www.focusedschools.com/results. In addition, Truman School has exciting results to share after year one of the partnership that are attached.

4. Is this a **new or continuation service**? *Continuation service*

5. **Evidence of Effectiveness: How will the contractor's performance be evaluated?**

Performance will be evaluated by student achievement results on state and district assessments as well as teacher performance evaluations. Through our work with Focused Schools, the school implemented a whole school focus to improve comprehension in all content areas through the direct instruction of academic vocabulary. All teachers received training and implemented the instructional focus. Results of the 2018-2019 assessment showed student growth in the following areas;

- Percentage of students scoring proficient on the ELA Smarter Balance for all students increased by 5%. Grade 3 showed an increase of 7%, Grade 5 showed an increase of 19%, Grade 7 showed an increase of 11% and Grade 8 showed an increase of 9%. Cohort growth was evident as well Grade 3 to 4 +5%, Grade 4 to Grade 5 +3% Grade 5 to Grade 6 +2% Grade 7 to Grade 8 3%.
- Percentage of students scoring proficient on Math Smarter Balanced for all students increased by 9% overall. Grade 3 increase by 11%, Grade 4 by 1%, Grade 5 by 16%, Grade 6 by 3%, Grade 7 by 15% and Grade 8 by 6%.
- Year to year Cohort growth in math also improved: Grade 3 to 4 by 5%, Grade 4 to 5 by 17%, Grade 6 to 7 by 3% and Grade 7 to 8 by 6%
- The LAS links growth data show that the APTA (average percent of target achieved) for English Language Learners at Truman exceeded the state APTA (State 60% -Truman 64.7%)
- An Instructional Leadership Team was trained by Focused Schools monitored the implementation of a schoolwide academic. vocabulary instructional focus. 100% of the teachers were observed implementing direct instruction of academic vocabulary at least 3-5 times per week.
- 79% of students in grades 3-8 increased by 50 quantile points as measured by the District Math Inventory from the beginning to the end of the 2018-2019 academic year.

If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?



NEW HAVEN PUBLIC SCHOOLS

The contractor provides specialized training around the Focused Schools Framework approach which cannot be duplicated internally.

6. Why do you believe this agreement is **fiscally sound**?

The school has demonstrated student growth and achievement as a result of the work with Focused Schools. State and district assessments in both ELA and Math show an increase in proficiency and percentage of student growth targets achieved.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Focused Schools

FOR DEPARTMENT/PROGRAM:
Truman School

This Agreement entered into on the 16 day of October 2019, effective (*no sooner than the day after Board of Education Approval*), 16th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board” and, *Focused Schools* located at, *1517 North Point St. #341* (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$2,300 per day, hour or session, for a total of 12 days and 4 days @ \$750 per day of administration services for a total of \$30,600.

The maximum amount the contractor shall be paid under this agreement: thirty thousand six hundred dollars (\$30,600). 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 Program** of the New Haven Board of Education,

Account Number: Truman 2546-6266-56694-0029 \$30,600

This agreement shall remain in effect from October 16, 2019 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).*

To provide professional development to the Instructional Leadership Team and school based executive coaching to develop structures strengthening collaborative and distributed leadership resulting in improved instruction and maintainable growth in student achievement.

*detailed scope of service is attached from contractor

Exhibit A: Scope of Service: *Please attach contractor’s detailed Scope of Service with all costs for services including travel and supplies, if applicable.*

Exhibit B: Student Data and Privacy Agreement: *Attached*

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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' 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

8/30/19

Date

Date

Focused Schools
Dillon Rogers
Finance and Operations Manager

Contractor Printed Name & Title

Revised: 10/2/18



New Haven Public Schools – New Haven, CT

Hillhouse High School and Truman Elementary School

June 3, 2019
2019 – 2020 SERVICE PROPOSAL
Leadership Development

Focused Schools guarantees our clients will make improvements in instruction and in structures that support instruction. These changes lead to rapid and sustainable gains in student achievement.

WHAT WE BELIEVE and WHAT WE DO

Through customized professional development and executive coaching, Focused Schools empowers leaders to develop structures strengthening collaborative and distributed leadership resulting in improved instruction and maintainable growth in student achievement.

We believe what makes for successful improvement in schools is not a simple matter of new programs or practices, but the implementation of focused strategies with proven results over time. Using our proven **Focused Schools Framework** approach, we believe our job is to equip principals, assistant principals, and teacher leaders to become urgent and focused on their primary role: **fostering excellence in teaching and learning in every classroom for every student, every day -- no exception.**

WHO WE ARE

Focused Schools is a national leader of expert practitioners and facilitators working with schools and systems across the United States and Canada to make measurable, lasting improvement in student performance, school leadership and instruction. We are a team of current or former district and school leaders who have strong track records in district and school improvement resulting in significant gains in student growth.



PROFESSIONAL DEVELOPMENT AND EXECUTIVE COACHING

OUR

COMMITMENT:

**Onsite and
Offsite**

Below is pricing for New Haven Public Schools that includes:

- ILT professional development, and
- School based executive coaching

The offer includes:

- 8 half day professional development sessions with ILT teams from Hillhouse High School and Truman Elementary School
- 8 full day onsite executive coaching sessions (to be divided equally between the two schools)

**PROFESSIONAL
DEVELOPMENT:
Content**

The content of the ILT professional development includes:

- creating a common understanding of what an Instructional Leadership Team is and is not;
- developing systems and structures for an Instructional Leadership Team to work efficiently and effectively;
- exploring tools, protocols, and processes to help the Instructional Leadership Team focus on using data to make decisions around teaching and learning;
- creating a two-way communication system that allows all staff to have a voice in the work of the Instructional Leadership Team, and;
- developing a building based plan regarding how to strengthen the work of the Instructional Leadership Team in support of the improvement work.



**Working with District and School Leaders
to Transform Teaching and Learning**

**C
O
S
T**

Description of Services	Total Months	Totals Days / Month	# of consultants	Total Days	Rate	Total
ILT professional development	8	0.5	1	4	\$2,300	\$9,200
Executive Coaching	8	1.0	1	8	\$2,300	\$18,400
Offsite Prep and Distance Coaching	N/A	N/A	N/A	12	\$2,300	\$27,600
Total Consultative Services				24	\$2,300	\$55,200
Total Administration Services				8	\$750	\$6,000
Total Travel – Not to Exceed Except if Scheduling Changes Occur*						N/A
Total Service Proposal Budget						\$61,200



**LEARN MORE
ABOUT
FOCUSED
SCHOOLS:**

- access our Website / Facebook / Twitter pages where you will find artifacts, tools, and resources;
- view concrete evidence of results from districts currently partnering with Focused Schools:

Determination

⇒ YouTube: www.youtube.com/watch?v=TBymRTZ5PHA

Living the Focus

⇒ YouTube: <http://www.youtube.com/watch?v=j6HKuhPkWIU>

Communicating the Focus

⇒ YouTube: <http://www.youtube.com/watch?v=d9dPHaLxCfE>

The Power of a Clear Leadership Message

⇒ YouTube: www.youtube.com/watch?v=aCBonox2q04

Downey HS Getting Focused

⇒ YouTube: <http://www.youtube.com/watch?v=7E4gD9sx9EQ>

Downey HS Building an ILT

⇒ YouTube: www.youtube.com/watch?v=NIB8wQdRf-E

CONTACT INFORMATION

Brett Bishop
Senior Consultant
Phone 413-537-5817

Dillon Rogers
Finance and Operations Manager
415-407-5706



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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: West Rock STREAM Academy
Date: 9/24/19
Re: New Haven Ecology Project/ Common Ground Agreement

Executive Summary/ Statement: Approval is requested for an Agreement by and between the New Haven Board of Education and the Schoolyards Program of Common Ground for support in the design, installation, and curricular implementation of an outdoor makerspace and Habitat space. Professional and technical support will be provided to realize the full potential of teaching outside in deepening the academic and emotional learning of the students of West Rock STREAM Academy.

Amount of Agreement and the Daily, Hourly or per Session Cost: Amount of agreement: \$20,640-Session 1 (Fall 2019): \$12,455.00; Session 2 (Spring 2020): \$8,185.00.

Funding Source & Account #: 2517-6236-56694-0049

Key Questions:

1. How does this project align to the District Continuous Improvement Plan?

This contract supports the school goals of STEM integration and Design Thinking as well as introducing and supporting project based learning through hands-on, minds-on collaborative projects and outdoor learning experiences. District goals are supported through the development of 21st century competencies including problem solving, critical thinking, and collaboration while developing the habits of mind to be ready for high school and beyond.

2. How was the contractor selected? Quotes? RFP? Sole Source designation?

Sole Source

3. What specific skill set does this contractor bring to the project?

This contract will support the Design Team in the development and the implementation of the outdoor makerspace while providing professional learning and curricular integration through inquiry and project based learning. This contractor has worked with New Haven Public School students in the past in both in school and on-site workshops with the purpose to deepen the effectiveness of outdoor learning in schools.

4. **Is this a new or continuation service? If this is a continuation service, please attach an evaluation of the contractor from the previous year.**

Continuation

5. **Evidence of Effectiveness: How will the contractor's performance be evaluated? How frequently will you meet with the contractor to monitor their progress?**

Performance will be evaluated by teacher and student feedback as well as program review by the schoolwide magnet team and district magnet office. Workshops and makerspace effectiveness including levels of staff and student engagement will be monitored through surveys and a developed peer review process.

6. **If the service is a professional development program, can the training be provided internally, by district staff? If not, why not?**

The Schoolyards Program of Common Ground can support the integration of outdoor learning through the development of the outdoor makerspace, which is a unique feature specific to the West Rock theme of STREAM. This professional development focuses on hands-on, outdoor, inquiry based experiences for which Common Ground has the expertise to train and support the West Rock staff.

7. **Why do you believe this agreement is fiscally sound?**

This agreement is fiscally sound because it meets the needs of the magnet grant requirements while providing a comprehensive service to the students of West Rock STREAM Academy.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT

By And Between

The New Haven Board of Education

AND

New Haven Ecology Project/Common Ground

FOR DEPARTMENT/PROGRAM:

West Rock STREAM Academy

This Agreement entered into on the 24th day of September 2019, effective (no sooner than the day after Board of Education Approval), the 16th day of October, 2019, by and between the New Haven Board of Education (herein referred to as the “Board” and, New Haven Ecology Project/Common Ground located at, 358 Springside Avenue, New Haven, Ct 06515 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$12,455.00/Session 1: Fall 2019 and \$8,185.00/Session 2: Spring 2020, for a total of 2 days, hours or sessions.

The maximum amount the contractor shall be paid under this agreement: Twenty thousand, six hundred forty dollars (\$20,640.00). 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 **Magnet 16-19 West Rock Authors STREAM C/O Program** of the New Haven Board of Education, **Account Number: 2517-6236-56694 Location Code: 0049.**

This agreement shall remain in effect from October 16, 2019 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).*

Common Ground will support in the design, installation, and curricular implementation of an outdoor makerspace and Habitat space. Professional and technical support will be provided to realize the full potential of teaching outside in deepening the academic and emotional learning of the students of West Rock STREAM Academy. This agreement will fund the various materials necessary to develop these spaces, professional development of teachers around outdoor education, and student trips to visit Common Ground to further learning.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

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.

B Sneath
Contractor Signature

President
New Haven Board of Education

9.24.19
Date

Date

Betsy Sneath
Contractor Printed Name & Title
Director of Business Administration

Revised: 10/2/18

*Proposal for 2019-2020 Contract
For West Rock STREAM Academy Interdistrict Magnet
Delivered by The CT Schoolyards Program of Common Ground*

Who We Are

The CT Schoolyards Program of Common Ground supports the creation and effective use of outdoor classrooms in schools, including school gardens, schoolyard habitats, and outdoor maker spaces. We believe that by using our knowledge and resources to provide professional and technical support, we can help schools realize the full potential of teaching outside in deepening the academic and emotional learning of their students.

Goals of the contract

Essential Question: How can we extend and deepen our students' learning to the outdoors?

- **Outdoor Classroom Team Support:** support the West Rock team in the continued design and implementation of outdoor classroom spaces - including the installation of a Mud Kitchen, Work Bench, Tinker Town and Phase III of the Garden and Habitat space- that will serve students in grades Prek-4 as a space for STEAM learning, innovation and imaginative play.
- **Outdoor Learning Workshops and co-teaching:** Support teachers in grades PreK-4 in the integration of outdoor learning into their science curriculum (and other content areas as appropriate) using the schoolyard and surrounding natural spaces through collaborative workshops and joint teaching of classes in outdoor spaces.

Scope of Work & Timeline

Fall 2019

what	when	Goals met	Hours and cost
Outdoor Learning team meetings	Monthly Sept - January	Schoolyards staff will lead a smaller team through a design process that engages the entire school community, with the goal of installing the Mud Kitchen, Work Bench, Tinkertown and complete Phase III of the Garden & Habitat space.	\$450
PreK-4 Outdoor Learning Workshops	Oct-Dec	These workshops will focus on outdoor learning, teaching goal setting and lesson planning aligned with curriculum standards	\$1,200



*Proposal for 2019-2020 Contract
For West Rock STREAM Academy Interdistrict Magnet
Delivered by The CT Schoolyards Program of Common Ground*

PreK-4 co-teaching (11 sessions)	Oct-January	Collaborate with each of the teachers in grades PreK-4 for one fall outdoor lesson co-taught with Common Ground educator.	\$2,250
Field Trips to Common Ground	Sept - January	Every class at West Rock will take a fall field trip to Common Ground; each field trip will align with the learning goals of the grade level.	\$2,375
Fall Outdoor Day		CT Schoolyards Staff will lead all students PreK-4 through a full day celebration of Outdoor learning	\$850
Schoolyards Crew		CT Schoolyards Green Jobs Corps student crew support for fall installation work	\$250
Supplies for Outdoor Classroom Spaces		Supplies for the installation of Mud Kitchen, Work Bench, Tinkertown and complete Phase III of the Garden & Habitat space.	\$4,000
Outdoor Learning spaces Installation	April and May	CT Schoolyards team will support the physical installation and enhancement of outdoor learning spaces (including but not limited to Mud Kitchen, Work Bench, Tinkertown and complete Phase III of the Garden & Habitat space).	\$1080
Fall total cost			\$12,455

Spring 2020

what	when	Goals met	Hours and cost
Outdoor Classroom Team meetings (4)	Monthly Feb-May	Schoolyards staff will lead the team through completing the design and organizing necessary installation and enhancement of outdoor	\$450



*Proposal for 2019-2020 Contract
For West Rock STREAM Academy Interdistrict Magnet
Delivered by The CT Schoolyards Program of Common Ground*

		learning spaces	
Outdoor Learning spaces Installation	April and May	Schoolyards team will support the physical installation and enhancement of outdoor learning spaces (including but not limited to Mud Kitchen, Work Bench, Tinkertown and complete Phase III of the Garden & Habitat space).	\$1080
GJC crew support for workdays	April and May	Common Ground High School student work crew will support the installation and maintenance of the Outdoor Classrooms.	\$780
Outdoor Teaching workshop	April	Follow-up Outdoor Learning workshop with PreK-4 teachers	\$400
K-2 co-teaching (11 sessions)	March- May	Collaborate with each of the teachers in grades PreK-4 for outdoor lessons taught in collaboration with CG educator.	\$2,250
Field Trips to Common Ground	Feb-May	Every class at West Rock will take a fall field trip to Common Ground; each field trip will align with the learning goals of the grade level.	\$2,375
Spring Outdoor Day		CT Schoolyards Staff will lead all students PreK-4 through a full day celebration of Outdoor learning	\$850
Winter/ Spring total cost			\$8,185



*Proposal for 2019-2020 Contract
For West Rock STREAM Academy Interdistrict Magnet
Delivered by The CT Schoolyards Program of Common Ground*

Total Cost	\$20,640
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The Schoolyards Program is a Community Program of Common Ground High School,
Urban Farm & Environmental Education Center
358 Springdale Ave, New Haven, CT 06513 www.commongroundct.org
Contact: Savannah Hobenbeck, Schoolyards Program Manager, 203-309-0823 x.1206



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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Dr. Iline Tracey
Date: September 23, 2019
Re: ACES Professional Development for Troup
Proposed Meeting Date: October 7, 2019

Executive Summary/ Statement:

This contract is between New Haven Public Schools and Area Cooperative Services (ACES) to train and work with middle school staff in lesson design infusing literacy across the content areas, and provide in house coaching for implementation.

Amount of Agreement and the Daily, Hourly or per Session Cost: Amount of agreement: \$30, 000.

Date(s)/Time: 27 days TBD

Rate(s): Services: 27 full days training @ \$29,700; Travel: \$81.43 [27 trips x 5.2 miles (round trip) @ .58/mile] Note: Mileage after 1/2020 subject to change based on IRS regulations

Total Cost: \$29,781.43 plus the cost of any handouts copied at ACES (see "Handouts" below) and travel to/from the location of the training

Funding Source & Account #: #2546-6208-56694

Key Questions:

1. How does this project align to the District Continuous Improvement plan?
This service is strategically aligned with the District's goal of addressing literacy in the content areas. One of the five priority areas for the improvement plan is Academic Achievement. In order for students to achieve, teachers need to be able to make the connection to the importance of infusing literacy across the content areas, helping students to read and comprehend what they read.
2. How was the contractor selected? Quotes? RFP? Sole Source? The contractor, although not sole source, was selected based on their years of work with NHPS on professional Development and curriculum writing. They have also been working with this school since the inception of the grant. This is the final year of the grant. They are our area RESC for professional development for school systems, and has been working with the school from the inception of the grant. With the last year of the grant, they will focus on literacy across the content areas in the middle grades.
3. What specific need will this contractor address?

The contractor will address Professional Development and coaching needs of staff with regards to the implementation of lessons focused on literacy in the content areas. Reading comprehension is an issue in the school, based on the low levels of students scoring in levels 3 and 4 on the Smarter-Balanced Assessments. 50% of students scored at levels 3 and 4 in 2018-2019.

4. **Is this a new or continuation service? If a continuation service, please attach an evaluation of the contractor from the previous year.**

This is a continuation of service for Troup School

5. **Evidence of Effectiveness: How will the contractor's performance be evaluated? How frequently will you meet with the contractor to monitor their progress?** The performance of the contractor will be evaluated by the services provided as well as a detailed description of work performed and date of service. The number of professional development sessions will be tracked and progress monitoring will be done once per month. Teacher feedback from sessions will be incorporated as evidence of impact. In addition; evidence will be seen by administration in Lesson Design and Infusing Literacy Across the Curriculum. Progress monitoring and evaluation of impact of service regarding the number of teachers implementing plans with fidelity.

Outcomes: Increased teacher capacity to plan and implement rigorous learning experiences (contributing to success with their stated SMART Goal: Increase students' growth in ELA from 52.8% to 57.1%, and Math growth from 51.1% to 55.6% by June 2020.

6. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? ACES will complete the SIG plan as the Professional services provider from the inception of the grant.
7. Why do you believe this agreement is **fiscally sound**? I believe this agreement is sound because the contractor has done work for the district in more than four decades. This is also the end of the grant year for SIG and the plan was developed with approval from CSDE.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
ACES

FOR DEPARTMENT/PROGRAM:
TROUP's SIG

This Agreement entered into on the 15th day of October 2019, effective (*no sooner than the day after Board of Education Approval*), and the 15th day of October, 2019, 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 \$ 30,000 to include a series of professional development for all staff, consultation with district personnel, and strengthening the School Planning and Management team, and Student, Staff Support teams' structures under new leadership.

The maximum amount the contractor shall be paid under this agreement: \$30,000.00
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 Troup's SIG of the New Haven Board of Education, **Account Number:** 25466208 – 56694 **Location Code:** 0015

This agreement shall remain in effect from October 15, 2019, 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).*

ACES will provide middle school teachers training in lesson design and literacy across the content areas. Coaching and monitoring implementation. **(See Exhibit A attached)**

Sessions: 27 days TBD

Rate(s): Services: 27 full days training @ \$29,700; Travel: \$81.43 [27 trips x 5.2 miles (round trip) @ .58/mile] Note: Mileage after 1/2020 subject to change based on IRS regulations

Total Cost: \$29,781.43 plus the cost of any handouts copied at ACES (see "Handouts" below) and travel to/from the location of the training.

This agreement shall remain in effect from October 15, 2019 to June 30, 2020.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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' 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

September 24, 2019
Date

Date

Tim Howes, Assistant Executive Director
Contractor Printed Name & Title

Revised: 10/2/18

ACES PDSI Proposal of Professional Learning Services FY20							# Full Days	# Half Days	Cost	
District: New Haven - Troup									\$29,700.00	
Proposal Date: September 24, 2019										
							>31 Day Volume Discount (\$100/day)	27	0	\$0.00
							Mileage = .58 x (RT) x (days)	5.2	27	\$81.43
							PROPOSAL TOTAL		\$29,781.43	

Learning Design & Description		Outputs & Outcomes	Evaluation Tools	Person(s)	Date(s)	Location	# Full Days	# Half Days	Cost
Lesson Design Facilitated support with designing high-quality lessons that infuse literacy across content areas	Short-Term	Shared definition of literacy across multiple content areas Awareness of best practice in lesson design	Participant Reaction Survey (per session)						
	Long-Term	Increased teacher capacity to plan and implement rigorous learning experiences Increased teacher knowledge of content and pedagogy relevant to embedding literacy within content areas across the curriculum	Participant Learning & Application Survey (2x/year) District Impact Survey (2x/year) Optional: Aggregate District Educator Eval Data (Planning & Implementation Domains) Optional: Student Achievement Data (district benchmarks)	ACES PLS Teachers (TBD by district)	TBD	Troup New Haven	24		\$26,400.00
Progress Monitoring & Impact Evaluation Monitoring and evaluation of the level and fidelity of implementation of high-quality lessons by educators involved in Lesson Design professional learning experiences	Short-Term	Ongoing evaluation of services using ACES PDSI evaluation tools	Results from Participant Reaction Survey (per session)						
	Long-Term	Report detailing the impact of services on educator knowledge and practice using ACES PDSI evaluation tools and any other district provided data	Results from Participant Learning & Application Survey (1x/year) Results from District Impact Survey (1x/year) Aggregate district-provided data	ACES PLS	TBD	Troup New Haven & ACES SDA	3		\$3,300.00

Acceptance of Proposal By signing below, you are accepting this proposal and are requesting that a contract be drafted.

Name:	Signature:	Please return to:
Title:	Phone:	ACES PDSI
Address:	Email:	c/o Elaine Setn 205 Skiff Street Hamden, CT 06517-1095
		OR email to esein@aces.org , ccsfreel@aces.org



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.

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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

Submitted by: Dr. Iline Tracey ___ Phone: 203-824-4326



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Dr. Iline Tracey

Date: September 23, 2019

Re: Comer SDP

Proposed Meeting Date: October 7, 2019

Executive Summary/ Statement:

This contract is between New Haven Public Schools and Yale University, to train staff in the Comer Six Developmental Pathways, provide coaching to leadership teams and the School Planning and Management Team, and strengthen the work of the Student, Staff and Support Team.

Team work will support the school with a focus on developing “the whole child.” The work will link children’s academic growth with their emotional wellness and social and moral development in a collaborative school culture that is congenial to learning.

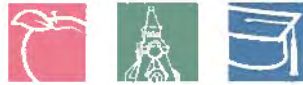
Amount of Agreement and the Daily, Hourly or per Session Cost: Amount of agreement: \$70, 000.

Funding Source & Account #: #254-66208-56694

Write Troup’s Sig number: Key Questions:

1. Please describe how this **service is strategically aligned** with school or District goals:
This service is strategically aligned with the District’s goal of addressing the Social-Emotional needs of students as well as improving school climate through a collaborative, consensus-building, no fault approach to problem solving among school staff.
2. What **specific need** will this contractor address?
The contractor will address Professional Development and coaching needs of staff with regards to the implementation of the Comer Model Six Developmental Pathways: Cognitive, ethical, social, psychological, linguistic, and physical as lenses for child development. These pathways are a comprehensive approach to understanding and educating the whole child. Additionally, there will be monitoring of technical support to teams, such as SPMT and SSST.

3. **Contractor selection:** quotes, RFP, or Sole Source? Please describe: Sole Source: The Comer model of child development is sole source and was developed by the founder, a Yale Child Psychiatrist, Dr. James Comer.
The contractor was selected because they are the sole source provider for the Comer Model around Child Development.
4. What **specific skill set** does this contractor bring to the project?
The contractor is the expert in the Comer Model and the Sole Source Provider for the model around child development.
5. Is this a **new or continuation service**? This is a continuation of service in NHPS, but new for this school with regard to the developmental pathways.
6. **Evidence of Effectiveness: How will the contractor's performance be evaluated?** The performance of the contractor will be evaluated by the services provided as well as a detailed description of work performed and date of service.
7. If the service is a professional development program, can the training be provided internally, by district staff? If not, why not? No, because the contractor is the sole provide for this service with in-depth knowledge of this model to whole child development.
8. Why do you believe this agreement is **fiscally sound**? I believe this agreement is sound because the contractor has done work for the district in more than four decades. This is also the end of the grant year for SIG and the plan was developed with approval from CSDE.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND
Yale University

FOR DEPARTMENT/PROGRAM:
TROUP's SIG

This Agreement entered into on the 15th day of October 2019, effective (*no sooner than the day after Board of Education Approval*), and the 15th day of October 2019, by and between the New Haven Board of Education (herein referred to as the "Board" and, Yale University located at, 25 Science Park, 3rd Floor, 150 Munson Street, New Haven, CT 06511 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$ 70,000 to include a series of professional development for all staff, consultation with district personnel, and strengthening the School Planning and Management team, and Student, Staff Support teams' structures under new leadership.

The maximum amount the contractor shall be paid under this agreement: \$70,000.00
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 **Troup's SIG** of the New Haven Board of Education, **Account Number:** 25466208 – 56697 **Location Code:** 0015

This agreement shall remain in effect from October 15, 2019, 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).*

SCOPE OF SERVICE: The general services to be performed, which must be related to school and classroom climate and culture at Augusta Lewis Troup School, shall consist of:

Professional Development Opportunities: PD for administrators, teachers, other school staff and parents re:

- Child and adolescent development through the lens of Comer's six Developmental Pathways – physical, language, cognitive, social, ethical and psychological
- The importance of relationships for effective school and classroom functioning;
- Understanding and managing students' behavior
- The use of the guiding principles of collaboration, consensus and no-fault problem solving for improved school climate and culture.
- Based on the school's needs, PD and/or coaching session shall be done once per week from October through February for school administrators, teachers, other school staff and parents. (4 sessions per month, times 5 months @ \$1,500 per session equals \$30,000. Then, twice per month March through June (2 sessions per month, times 4 month @ \$1,500 per session equals \$12,000
- Subtotal for this section: \$42,000.

Re-establishment of the School Planning and Management Team (SPMT) and the Student and Staff Support Team (SSST). This will include:

- PD for each team separately (\$1,000 each, equals \$2,000)
- Monthly (October through May) monitoring, coaching, and technical support at team meetings. (8 SSST meetings at \$500 per meeting equals \$4,000; 8 SPMT meetings at \$500 per meeting equals \$4,000.
- Subtotal for this section: \$10,000.

Other Meetings/Consultations:

- Meeting/consultation with school administrators and Dr. Iline Tracey, assistant superintendent of schools; 6 at \$1,000 per session
- Subtotal for this section: \$6,000

Books, including a copy of **Yardsticks: Child and Adolescent Development for ages 4-14** by Chip Wood for teachers and parents; instructional and team-assessment materials

- Subtotal for this section: \$12,000

Compensation: The Board shall pay Yale for satisfactory performance of services in the amount of \$70,000. The maximum amount Yale shall be paid under this agreement: Seventy thousand dollars.

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 the following New Haven Board of Education: _____

This agreement shall remain in effect from October 15, 2019 to June 30, 2020.

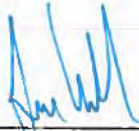
Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors 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

September 24, 2019

Date

Date

JAMES CRESSWELL
CONTRACT MANAGER, CORPORATE CONTRACTS
YALE UNIVERSITY
OFFICE OF SPONSORED PROJECTS

Contractor Printed Name & Title



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: NHPS Operations and Finance Committee
From: Tom Smith *TS*
Re: Approval of Consultant Agreement
STV/DPM
Strong/Barack H. Obama Magnet University School
Meeting Date: October 7, 2019

Executive Summary:

Approval is requested for a **Consultant Agreement** with **STV/DPM** of 280 Trumbull Street, 14th Floor, Hartford, CT 06103 to provide Move Management services for the Strong/Barack H. Obama Magnet University School.

Amount of Agreement and Daily, Hourly, or Per Session Cost:
\$33,124.00

Funding Source:
3078-17GG-58001

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

School Construction Project

2. Please describe the **evidence of effectiveness** for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?

N/A

3. Why do you believe this agreement is **fiscally sound**? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.

RFQ #2020-07-1303

The Agreement and complete scope of services are attached

CONSULTANT AGREEMENT

A19-

This Consultant Agreement is made this ____ day of _____, 2019, between the New Haven Board of Education ("Owner") and STV/DPM ("Consultant) of 280 Trumbull Street , 14th Floor, Hartford, CT 06103 jointly referred to as "parties".

The parties agree to the following:

- 1. The Owner shall engage Consultant to perform certain services as described in Exhibit A, incorporated into this Agreement by reference, in connection with the Strong/Barack H. Obama Magnet University School ("Project"), subject to termination as provided in Paragraph 12 below.**
- 2. The Owner will pay the Consultant a lump sum amount of Eighteen Thousand Dollars and No Cents (\$18,000.00), payable on a monthly basis as services are rendered and billed, and as approved by the Owner's representative. Reference Exhibit A for scope of work and approved rates of services. There shall be no late fees or interest applied to any invoice submitted.**
- 3. Reimbursable/Direct Expenses are subject to approval by the Owner's representative and are to be billed at cost, no markup is allowed.**
- 4. The Consultant shall provide the Owner with the hourly rates for employees performing work under this Agreement. These rates may be increased annually subject to approval by the Owners Representative.**
- 5. Additional Services, if any, shall be provided after consultation with the authorized representative of the Owner "Program Manager" and authorized in writing by the Owner.**
- 6. The Consultant Services shall be performed in manner outlined in Exhibit A.**
- 7. It is specifically understood and agreed that the Consultant is to report to and obtain direction from the Owner's authorized representative, the Program Manager. The Consultant shall not take direction from any other individual.**
- 8. All reports, documents or other materials developed or discovered by the Consultant or any other person engaged directly or indirectly by the Consultant to perform the services required hereunder shall be and remain the property of the Owner without restriction or limitation upon their use.**

Work products prepared by the Consultant under this Agreement are instruments of service and their reuse on another project and/or alteration without the written authorization of the Consultant shall relieve the Consultant of any and all liability associated with such reuse or alteration.

- 9. The Consultant agrees to indemnify and hold the Owner, Program Manager, Construction Manager and any subsidiary, parent or affiliate corporation of the Owner, and their trustees, directors, officers, agents and employees (collectively, the "Indemnities") harmless from all losses, claims, liabilities, injuries, damages and expenses, including attorney's fees, that the Indemnitees may incur (i) to the extent arising out of or resulting from the Consultant performance of the Basic Services which results in bodily injury or physical or actual damage to the property of the Consultant or its agents, subcontractors, employees or licensees; (ii) to the extent arising out of or resulting from any violation by the Consultant of state, federal, or local law, rule or regulation which results in bodily injury or physical or actual damage or the imposition of a fine, penalty, or other charge; or (iii) arising out of or resulting from the negligent acts, errors or omissions of the Consultant or the Consultants agents, subcontractors, employees or licensees; provided, however, that nothing contained herein shall be construed as requiring the Consultant to indemnify the Indemnitees or any of them for any claim for damage or loss of any kind when said damage or loss was caused in whole or in part by the negligence or willful misconduct of the Indemnitees or any of them. The Consultant shall include in each agreement with a subcontractor for the Project a provision similar to this paragraph which provides that such subcontractors shall indemnify the Consultant and the Indemnitees for all losses, claims, liabilities, injuries, damages and expenses, including attorneys' fees, that the Consultant or the Indemnitees may incur arising out of or resulting from such subcontractor's performance of services, violation of state, federal, or local law, rule or regulation or negligence or willful misconduct.**
- 10. Consultant hereby represents and warrants to Owner that the services to be provided hereunder do not in any way conflict with the interests of any individual, group, business, or governmental organization with which the Consultant is employed or with which has an Consultant agreement, and, in the event such a conflict arises during the Term hereof, the Consultant will immediately notify Owner in writing. In the event of such a conflict, Owner shall have the option of terminating this Agreement in accordance with Paragraph 12.**
- 11. It is acknowledged that the Consultant status under the terms of this Agreement is one of an independent contractor, and nothing herein contained shall be construed so as to imply an employment or agency relationship, partnership, or any other form of business association.**

12. Both parties may terminate this Agreement for any reason at any time upon fourteen (14) days' written notice. Upon the giving or receipt of such notice, the Consultant shall advise the Owner in writing of any outstanding obligations or commitments that the Consultant has incurred. The Consultant shall act at the Owner's direction concerning the termination of such outstanding obligations or commitments. In the event of termination not due to breach by the Consultant, the Consultant will be paid in accordance for all Services performed through the date of termination.
13. The City shall have the right to request copies of any and all certificates of insurance, and if desired, full copies of insurance policies for the Consultant and any sub-consultants retained by the Consultant. The Consultant shall require that each sub-consultant provide proof of insurance coverage (by means of a certificate of insurance) as described below for the coverage and limits stated. This information shall be provided to the Consultant prior to the execution of this Agreement. If a sub-consultant is contracted after the execution of this Agreement, the same requirements apply.

The Consultant shall show evidence of insurance coverage to the Owner through means of a Certificate of insurance for not less than the limits of liability as follows:

(For Consultants Only)

<u>Types of Insurance</u>	<u>Limits of Liability</u>
Workers' Compensation Employer's Liability	\$Statutory \$100,000 per accident \$100,000 bodily injury per disease \$500,000 policy by disease
Comprehensive General Liability Bodily Injury and Property Damage Personal Injury, Advertising Injury Products/Completed Operations Comprehensive Automobile (Bodily Injury and Property Damage) Professional Liability, if applicable (Errors and Omissions)	\$2,000,000 general aggregate \$1,000,000 per occurrence \$1,000,000 per occurrence \$1,000,000 aggregate \$1,000,000 each accident \$1,000,000 each claim/ \$1,000,000 general aggregate

For all policies required hereunder the Contractor, Subcontractors and Sub-tier Contractors each (i) except for professional liability and/or errors and omissions coverage, hereby waive subrogation against the City, City's Agent and any and all other indemnitees pursuant to the contract documents and (ii) shall name the City of New Haven as Certificate Holder

and, except for Worker's Compensation and professional liability and/or errors and omissions policies. The City of New Haven, The New Haven Board of Education, Gilbane, and their Agents shall be added as an Additional Insured. Further, each such policy shall provide that the insurance company will endeavor to give a minimum of thirty (30) days written notice to the City prior to any modification or cancellation (except for reason of non-payment of premium which shall be ten (10) days' notice) of any such insurance coverage and such notice shall be directed to the City of New Haven Board of Education, School Construction Office, 54 Meadow Street, New Haven, CT 06519, in accordance with the notice provisions of the Agreement. The Contractor shall furnish the City with the insurance policy (ies) and corresponding Certificate(s) of Insurance evidencing that it has complied with the obligations in this Agreement, including, but not limited to, requirements for (1) waiver of subrogation, (2) additional insured (in accordance with this section), (3) notice of cancellation; and, (4) Certificate Holder information. Certificates of Insurance acceptable to the City shall be filed with the City prior to commencement of the work and thereafter upon renewal or replacement of each required policy of insurance. If any of the insurance coverage required herein is to remain in force after final payment, an additional Certificate evidencing continuation of such coverage shall be submitted.

If applicable, the professional liability coverage shall be carried by the Consultant and its sub-consultants for the term of construction project. If the Professional Liability coverage is on a claims-made form, then the parties agree to provide an extended reporting period of three years from the expiration of the policy in force at the time of work. The Comprehensive General Liability policy will provide completed operations coverage for the term of three (3) years from the date of substantial completion.

The Consultant's sub-consultants shall show evidence of insurance coverage to the Consultant and have the Consultant as a certificate holder on a valid certificate of insurance for not less than the limits of liability as follows:

(For Sub-Consultants Only)

Workers' Compensation	\$Statutory
Employer's Liability	\$100,000 per accident
	\$100,000 bodily injury per disease
	\$500,000 policy by disease
Comprehensive General Liability	\$2,000,000 general aggregate
Bodily Injury and Property Damage	\$1,000,000 per occurrence
Personal Injury, Advertising Injury	\$1,000,000 per occurrence
Products/Completed Operations	\$1,000,000 aggregate
Comprehensive Automobile	
(Bodily Injury and Property Damage)	\$1,000,000 each accident

**Professional Liability, if applicable
(Errors and Omissions)**

**\$1,000,000 each claim/general
aggregate**

Tail Coverage: If any of the required liability insurance from the Consultant or its sub-consultants is on a "claims-made" basis, "tail" coverage will be required at the completion of this contract for a duration of 36 months, or the maximum time period reasonably available in the marketplace. Consultant and/or sub-consultants shall furnish certification of "tail" coverage as described or continuous "claims made" liability coverage for 36 months following Contract completion. Continuous "claims made" coverage will be acceptable in lieu of "tail" coverage provided its retroactive date is on or before the effective date of this Contract. If continuous "claims made" coverage is used, Consultant and/or sub-consultant shall be required to keep the coverage in effect for duration of not less than 36 months from the end of the contract.

Notwithstanding the foregoing insurance liability limits, the Consultant's liability for errors and omissions related to the performance of services is not limited in any way, including, but not limited to, amount of coverage, or, time period in which Owner shall have the right to commence suit against the Consultant. Such time frame in which suit may be commenced will be the maximum amount of time allowed by Connecticut General Statutes that are in effect at the time of this contract.

- 14. Any deductible or self-insured retention must be declared to, and approved by, the City. All deductibles or self-insured retentions are the sole responsibility of the Consultant and/or sub-consultant to pay and/or to indemnify**
- 15. When written notice or other formal notice required pursuant to Article 12 shall be required by this Agreement or is otherwise appropriate, notice to the Consultant shall be deemed to have been duly delivered if sent by registered or certified mail to Mr. Thomas A. Torrenti or to a duly authorized officer of the corporation at 316 Dogburn Lane, PO Box 1153, Orange, CT 06477. If to the Owner, written notice shall be deemed to have been duly served if sent by registered or certified mail to Superintendent of Schools of the New Haven Board of Education located at 54 Meadow Street, New Haven, Connecticut 06519.**
- 16. This Agreement shall be personal and shall not be transferable or assignable, by operation of law or otherwise, without prior written consent of the Owner. Consultant shall obtain the Owner's prior written approval of any entity, which the Consultant intends to engage to provide any of the services under this Agreement. Any such entities shall be bound by the same terms and conditions as herein set forth.**

17. This Agreement shall be construed in accordance with the laws of the State of Connecticut.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

WITNESS

NEW HAVEN BOARD OF EDUCATION

Darnell Goldson
President, Board of Education

WITNESS

STV/DPM

Duly Authorized

Approved as to Form and Correctness

Stacy Lynn Werner
Senior Assistant Corporation Counsel

August 6, 2019

City of New Haven
Bureau of Purchases
200 Orange Street
New Haven, CT 06510

Re: RFQ # 2020-07-1303: Move Management

Dear Mr. Furniatti, Sr,

We are pleased to present our qualifications and fee proposal for the services detailed in RFQ #2020-07-1303. STV|DPM has a long history of working with the New Haven Board of Education and Gilbane Program Management for consolidations, relocations, and swing moves associated with the Citywide School Construction Program. STV|DPM has been involved with the billion dollar program since 1999 and has managed school relocations of more than 3.5 million square feet of space in 35+ buildings. These services have included developing the project move team; creating a project plan and schedule; providing detailed space planning; recording furniture and equipment inventory; integrating voice and data schedules; creating a relocation specification and bid package; recommending movers; managing the moves; communicating with the school staff, administration, Gilbane, and the Board of Education; coordinating post-move follow up; supervising the liquidation of surplus furniture; organizing a central repository of surplus product and its distribution to other New Haven schools; auditing and reviewing all invoices for accuracy.

The team we will provide for this assignment consists of Senior Project Planners, Roxanne Perugino, LEED ID+C and Rick Davidow. Both Roxanne and Rick have successfully completed numerous assignments under the New Haven Citywide School Construction Program. This offers an instant level of efficiency due to their expert knowledge with the procedures and requirements. Our Assistant Project Manager Kyle Rongey, LEED AP BD+C, has worked with Roxanne and Rick and is strong, responsible and detailed and we expect that he will be part of STV|DPM for years to come.

We are very confident that the Obama School Move Management needs will be successfully handled by Ms. Perugino and Mr. Davidow. If you have any questions, please contact me directly at 860-922-9696 (or scott.pinckney@stvinc.com). Thank you again for your consideration.

Sincerely,



Scott Pinckney
Project Executive



PROPOSED FEE

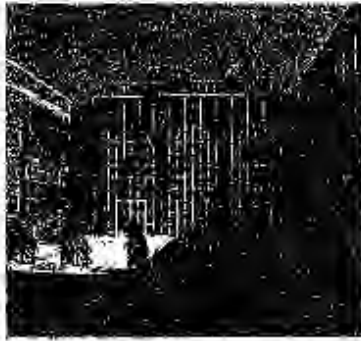
FEES

Fees will be based on actual time and materials provided. We will work closely with you to customize our scope of services and staffing level to meet your needs. The matrix below illustrates how charges may accrue:

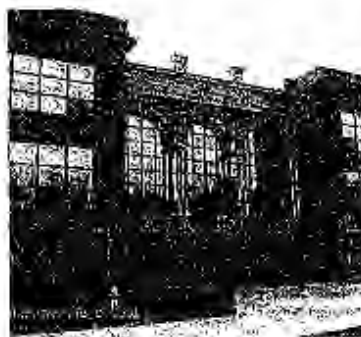
2019 Hourly Personnel Rates	2019	2020
Senior Vice President	\$266/hr	\$274
Principal / Vice President	\$244/hr	\$251
Project Executive	\$216/hr	\$222
Project Director	\$199/hr	\$205
Senior Project Manager / Software Engineer	\$179/hr	\$184
Senior Project Planner	\$144/hr	\$148
Project Manager	\$127/hr	\$131
Assistant Project Manager	\$95/hr	\$98
Administrative / Clerical	\$79/hr	\$81

The Below matrix provide cost estimate listing staff types and total hours anticipated by phase, and the not to exceed pricing by move phase.

Date Range	No. Wks.	Project Executive		Senior Project Planner		Assistant Project Manager		Totals
		Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.	
Kickoff								
10/6/2019 10/20/2019	2	0.5	1	8	16	0	0	\$2,520
Inventory								
10/20/2019 11/3/2019	2	0.5	1	8	16	16	32	\$5,560
Move prep								
10/27/2019 12/22/2019	8	0.5	4	8	64	12	96	\$19,200
Move								
12/22/2019 12/29/2019	1	0.5	0.5	24	24	24	24	\$5,844
Total Hrs.			6.5		120		152	278.5
Cost / Hr. 2019			\$216		\$144		\$95	
Cost PP.			\$1,404		\$17,280		\$14,440	\$33,124



Sheridan School



Clinton School



Wexler-Grant School

EXPERIENCE WITH NEW HAVEN PUBLIC SCHOOLS

STV|DPM worked with the New Haven Board of Education and Gilbane Program Management for consolidations, relocations, and swing moves associated with the Citywide School Construction Program.

STV|DPM has been involved with this billion dollar program since 1999 and has managed school relocations of more than 3.5 million square feet of space in 35+ buildings, developing a project move team; creating a project plan and schedule; providing detailed space planning; recording furniture and equipment inventory; integrating voice and data schedules; creating a relocation specification and bid package, recommending movers; managing the moves; communicating with the school staff, administration, Gilbane, and the Board of Education; coordinating post-move follow up; supervising the liquidation of surplus furniture; organizing a central repository of surplus product and its distribution to other New Haven schools; auditing and reviewing all invoices for accuracy.

Moves include but are not limited to the following:

- Augusta Lewis Troup School
- Barnard Environmental Studies School
- L.W. Beecher Museum School of Arts & Sciences
- Benjamin Jepsen
- Betsy Ross Arts School
- Bishop Woods School
- Brennan Rogers School of Communications & Media
- Celentano Biotech, Health & Medical Magnet School
- Roberto Clemente Leadership Academy
- Clinton Ave School

- Columbus Family Academy
- Davis Academy for Arts & Design Innovation Magnet School
- East Rock Community & Cultural Studies Magnet
- Fair Haven
- Hill Central
- John C. Daniels School of International Communication
- John S. Martinez School
- King-Robinson Inter-District Magnet School
- Mauro-Sheridan Science, Technology & Communications School
- West Rock Stream Academy
- Nathan Hale School
- Quinnipiac Real World Math STEM School
- Ross-Woodward Classical Studies School
- Strong School
- Truman School
- Wexler-Grant School
- Worthington Hooker School
- New Horizons School
- Poly T. McCabe
- Cooperative Arts & Humanities High School
- Engineering & Science School
- Hill Regional Career High School
- Hyde School
- Metropolitan Business Academy
- Sound School
- Leeder Hill Swing School Hamden – we relocated most of these schools from their school to Leeder Hill then back when their school was finished.



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: NHPS Finance and Operations Committee
From: Thomas Smith *TS*
Re: Strong/Barack H. Obama Magnet University School
 Giordano Construction Company
 Amendment #6 to CM Agreement
Meeting Date: October 7, 2019

Executive Summary:

Approval is requested for **Amendment #6** to the Construction Management (CM) Agreement for the new Strong/Barack H. Obama Magnet University School with the Giordano Construction Company of 1155 Main Street, Branford, CT 06405. This amendment is for Out of Scope Changes to the CM agreement. This amendment is in the amount of **(\$294,092.00)**.

Amount of Agreement and Amendment History:

Item	Amount	Cumulative Contract Value
Agreement		\$203,000.00
Amendment #1	\$35,624,943.00	\$35,827,943.00
Amendment #2	(\$131,521.00)	\$35,696,422.00
Amendment #3	\$282,346.00	\$35,978,768.00
Amendment #4	\$200,756.00	\$36,179,524.00
Amendment #5	\$232,536.00	\$36,412,060.00
Amendment #6	\$294,092.00	\$36,706,152.00

Funding Source: 3078-17GG-58001

The Amendment and complete scope of services is attached.

**SIXTH AMENDMENT TO AGREEMENT
FOR CONSTRUCTION MANAGEMENT SERVICES
BY AND BETWEEN THE CITY OF NEW HAVEN BOARD OF EDUCATION
("OWNER") AND GIORDANO CONSTRUCTION DATED FEBRUARY 14, 2017
("CONSTRUCTION MANAGER")
A19-**

SIXTH AMENDMENT dated as of _____, 2019 by and between the City of New Haven Board of Education of 54 Meadow Street, New Haven, Connecticut 06519 ("Owner") and Giordano Construction, 1155 Main Street, Branford, CT 06405 ("Construction Manager").

WHEREAS, the Owner and the Construction Manager entered into that certain Standard Form of Agreement Between Owner Construction Manager dated February 14, 2017 ("Agreement" (A17-0113), Amendment #1 (A18-0531), Amendment #2 (A19-0058), Amendment #3 (A19-0478), Amendment #4 (A#19-0903) and Amendment #5 (A19-) for the provision of Construction Management services in connection with construction and renovations to the Strong 21st Century Communications Magnet & Lab School ("Project"); and

WHEREAS, the Owner has requested the Construction Manager to provide reduced services to the Project;

NOW THEREFORE, the parties hereto do hereby agree as follows:

1. Additional Compensation: The Owner agrees to pay the Construction Manager an additional amount Two Hundred Ninety Four Thousand, Ninety Two Six Dollars and No Cents (\$294,092.00).
2. Guaranteed Maximum Price: This Amendment will result in an increase in the Guaranteed Maximum Price from Thirty Six Million, Four Hundred Twelve Thousand, Sixty Dollars and No Cents (\$36,412,060.00) to a new Guaranteed Maximum Price amount of Thirty Six Million, Seven Hundred Six Thousand, One Hundred Fifty Two Dollars and No Cents (\$36,706,152.00).
3. Additional Services: The Construction Manager agrees to provide the additional services of construction management administration for the project, as indicated by Exhibits A, B1 and B2.
4. No Waiver: Except as specifically described in this Amendment, nothing in this Agreement shall be construed as a waiver by the Board of any of the provisions of this Agreement. The Construction Manager acknowledges, agrees and confirms that in accordance with the terms of the Agreement, the Construction Manager shall not be entitled to any compensation in excess of the Additional Compensation referenced herein.

5. Effectiveness: On and after the date hereof, each reference in the Agreement to "the Agreement," "this Agreement", "hereunder," "hereof," "herein," or words of like import shall mean and be in reference to the Agreement as amended.

6. Survival: Except as otherwise amended herein, the Agreement shall remain in full force and effect. Subject to the amendment specifically described herein, the Consultant and the Board hereby ratify and confirm the remaining provisions of the Agreement.

IN WITNESS WHEREOF, the parties have executed three (3) counterparts of this Agreement as of the day and year first above written.

WITNESS

NEW HAVEN BOARD OF EDUCATION

Darnell Goldson
President, Board of Education

WITNESS

GIORDANO CONSTRUCTION

Duly Authorized

**Approved as to Form and
Correctness**

Stacy Lynn Werner
Senior Assistant Corporation
Counsel

GIORDANO CONSTRUCTION
Strong School
Agreement History - Exhibit A

Agreement			Cumulative Total
	Pre-Construction Phase	\$ 203,000.00	
	TOTAL AGREEMENT :		\$203,000.00
Amendment #1	<u>Construction Phase</u>		
	Staffing	\$1,182,801.00	
	Reimbursables	\$488,750.00	
	General Requirements	\$592,473.00	
	Subtotal:	\$2,264,024.00	
BP #1A	Progress and Final Cleaning	Advantage Maintenance \$94,980.00	
BP #1C	Final Cleaning	Cdees Cleaning \$15,370.00	
BP #2A	Sitework	Manafort Brothers Inc \$3,294,000.00	
BP #2F	Construction Fencing	J&S General Contractors \$30,025.00	
BP #2L	Landscaping	Glen Terrace \$180,000.00	
BP #3A	Concrete	Ralph Camputaro & Sons \$1,472,190.00	
BP #4A	Masonry	Acronam Masonry Inc. \$2,140,000.00	
BP #5A	Structural Steel & Misc. Metals	The Berlin Steel Co. \$3,071,075.00	
BP #6A	Wall Systems & Specialties	Conn Acoustics \$4,028,224.00	
BP #6B	Milwork	Legere Group \$749,088.00	
BP #6C	Acoustical Ceilings	Turnbridge Construction \$49,700.00	
BP #6D	Drywall & Taping	Turnbridge Construction \$97,500.00	
BP #6M	Milwork Installation	Turnbridge Construction \$54,200.00	
BP #7A	Roofing	Young Developers \$555,000.00	
BP #7B	Exterior Panels	Massey's Plate Glass & Alum. \$1,108,896.00	
BP #8A	Windows & Curtainwall	Massey's Plate Glass & Alum. \$2,033,000.00	
BP #9A	Flooring	R&B Ceramic Tile \$609,000.00	
BP #9B	Painting	Professional Painting \$196,500.00	
BP #9P	Painting	Professional Painting \$12,700.00	
BP #10A	Toilet Partitions & Access.	The Coe & Brown Company \$53,600.00	
BP #10B	Metal Shelving	The Coe & Brown Company \$30,800.00	
BP #10C	Lockers	The Coe & Brown Company \$120,000.00	
BP #15	Mechanical	M.J. Daly \$7,877,000.00	
BP #18	Electrical	Ducci Electrical Contractors \$3,578,000.00	
	Subtotal:	\$31,429,848.00	
	CM Fee (2.0%)	\$673,877.00	
	Contingency (4.0%)	\$1,257,194.00	
	TOTAL AMENDMENT #1:		\$35,824,943.00
			\$35,827,943.00
Amendment #2	GNHWPCA 1/2 Connection Fee	\$28,666.00	
	CNG Service Installation	\$41,989.00	
	Out of Scope Changes	\$179,453.00	
	VE Changes	(\$360,027.00)	
	Subtotal:	(\$109,919.00)	
	CM Fee (2.0%) Subcontract Cost VE		
	Changes - Back to Owner (\$360,027)	(\$7,201.00)	
	Contingency (4.0%) Subcontract Cost		
	VE Changes - Back to Owner	(\$14,401.00)	
	(\$360,027)		
	TOTAL AMENDMENT #2:		(\$131,521.00)
			\$35,696,422.00
Amendment #3	Out of Scope Changes	\$282,346.00	
	TOTAL AMENDMENT #3:		\$282,346.00
			\$35,978,768.00
Amendment #4	BP #02W	Concrete Walk and Stairs	White Owl Construction \$63,900.00
		CM Fee (2.0%)	\$1,276.00
		Contingency (4.0%)	\$2,556.00
		Subtotal:	\$67,732.00
		Out of Scope Changes	\$133,024.00
	TOTAL AMENDMENT #4:		\$200,756.00
			\$36,179,524.00
Amendment #5	Out of Scope Changes	\$232,536.00	
	TOTAL AMENDMENT #5:		\$232,536.00
			\$36,412,060.00
Amendment #6	Out of Scope Changes	\$288,966.00	
	CM Fee (2.0%) \$256,298 over \$500,000	\$5,128.00	
	TOTAL AMENDMENT #6:		\$294,092.00
			\$36,706,152.00

**GIORDANO CONSTRUCTION
STRONG SCHOOL
EXHIBIT B1
AMENDMENT #6**

ITEM	AMOUNT	TOTAL
6.1 COST OF THE WORK		
6.1.2 CM Costs		
<u>Construction Phase</u>	\$0.00	
6.1.2 Subtotal CM Costs		\$0.00
6.1.3 Subcontract Costs		
Out of Scope Change Orders	\$288,966.00	
Subtotal 6.1.3:		\$288,966.00
6.1.6 Miscellaneous Costs		
- Liability Insurance		
- CM Bond	.8%	
- Other Item		
Subtotal 6.1.6:		\$ -
SUBTOTAL 6.1 (COST OF THE WORK):		\$288,966.00
5.1.1 CONSTRUCTION MANAGER'S FEE		
CM Fee (2.0%) CCAs over \$500,000.00 (\$256,298)	\$5,126.00	
SUBTOTAL 5.1.1 (CM FEE):		\$5,126.00
5.2.1 CONTINGENCY		
Contingency Fee (4.0%)		\$0.00
SUBTOTAL 5.2.1 (CONTINGENCY):		
TOTAL GMP: FOR AMENDMENT #6		\$294,092.00
TOTAL GMP: FOR AMENDMENT #5		\$232,536.00
TOTAL GMP: FOR AMENDMENT #4		\$200,756.00
TOTAL GMP: FOR AMENDMENT #3		\$282,346.00
TOTAL GMP: FOR AMENDMENT #2		(\$131,521.00)
TOTAL GMP: FOR AMENDMENT #1		\$35,824,943.00
Prior GMP: FOR BASE CONTRACT		\$203,000.00
Total GMP To Date:		\$36,706,152.00

GIORDANO CONSTRUCTION
 STRONG SCHOOL
 EXHIBIT B2
 AMENDMENT #6

COP No.	Type	Description	Bid Package	Trade Contractor	Out of Scope Amount
Phase - 1					
CCA#080		Elevator Hoist Beam Revisions	05A	Berlin Steel	\$5,340.00
CCA#080		Elevator Hoist Beam Revisions	08A	Conn Acoustics	\$1,599.00
CCA#092		Insulate Drain Piping Below South Penthouse	15A	MJ Daly	\$1,607.00
CCA#093		Elevator FP Temper Flows	16A	Ducci Electric	\$3,513.00
CCA#094		ALT #4 Staff Parking Lot	02A	Manafort Brothers	\$221,100.00
CCA#094		ALT #4 Staff Parking Lot	02W	White Owl	\$36,263.00
CCA#095		Pedestrian Bridge Sidewalk Protection	02A	Manafort Brothers	\$3,675.00
CCA#096		Additional Progress Cleaning Hours	01A	Advantage	\$15,869.00
Subtotal This Amendment					\$288,966.00

NEW HAVEN SCHOOL CONSTRUCTION PROGRAM CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** CCA#080
 ADDRESS: **69 Farnham Avenue NH, CT** DATE:8/30/19
 ARCHITECT: **JCJ** CITY PROJECT#
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: Elevator Hoist Beam Revisions

Trade Contractor	Description of Scope of Work	Amount	E/I
Berlin Steel	Modify elevator hoist beam per attached SK	\$5,340.00	E
Conn Acoustics	Frame, drywall & fire caulk beams as required	\$1,599.00	E
Total:		\$6,939.00	E

Only Out of Scope costs, as incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.

In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
 (Back-up is herein attached)

Method of determining value of change in contract:

Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:

Change in Contract Sum:
 Amount: **\$6,939.00**

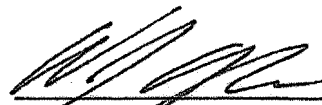
Note: Any costs included in this CCA are subject to Accounting Review.

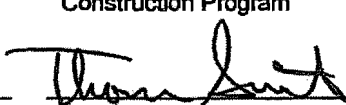
Change in Contract Time:


ARCHITECT:
 JCJ Architects

PROGRAM MANAGER:
 New Haven School
 Construction Program

CONSTRUCTION
 MANAGER:
 Giordano Construction Co.


 DATE 9.10.19


 DATE 9/3/2019


 DATE 9/10/19

NEW HAVEN SCHOOL CONSTRUCTION CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** **CCA#092**
 ADDRESS: **69 Farnham Avenue NH, CT** DATE: **8/1/19**
 ARCHITECT: **JCJ** CITY PROJECT#:
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: Insulate Drain Piping Below South Penthouse

Trade Contractor	Description of Scope of Work	Amount	E/I
15A – MJ Daly	Provide 1" insulation with PVC fittings below the South Penthouse.	\$1,607.00	E
	Total:	\$1,607.00	E

Only **Out of Scope** costs, as incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work Involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.

In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
(Back-up is herein attached)

Method of determining value of change in contract:



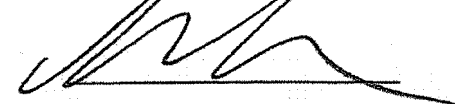
Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:

Change in Contract Sum:
 Amount: **\$1,607.00**

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:

ARCHITECT: PROGRAM MANAGER: CONSTRUCTION
 JCJ Architects New Haven School MANAGER:
 Construction Program Giordano Construction Co.

  
 DATE 8.6.19 DATE 8/6/2019 DATE 8/20/19

NEW HAVEN SCHOOL CONSTRUCTIC CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** **CCA#093**
 ADDRESS: **69 Farnham Avenue NH, CT** DATE: **8/16/19**
 ARCHITECT: **JCJ** CITY PROJECT#:
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: Elevator FP Tamper Flows

Trade Contractor	Description of Scope of Work	Amount	E/I
16A – Ducci	Supply & install (2) FA Flow & Tamper Monitors.	\$3,513.00	E
	Total:	\$3,513.00	E

Only **Out of Scope** costs, as incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work Involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.

In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
(Back-up is herein attached)

Method of determining value of change in contract:

Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:

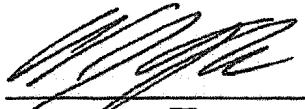
Change in Contract Sum:
Amount: \$3,513.00

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:


ARCHITECT:

JCJ Architects


DATE 8.20.19


PROGRAM MANAGER:

New Haven School
Construction Program


DATE 8/20/2019

CONSTRUCTION
MANAGER:

Giordano Construction Co.


DATE 8/20/19

NEW HAVEN SCHOOL CONSTRUCTIC CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** CCA#094
 ADDRESS: **69 Farnham Avenue NH, CT** DATE: 9/9/19
 ARCHITECT: **JCJ** CITY PROJECT#
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: ALT #4 Staff Parking Lot

Trade Contractor	Description of Scope of Work	Amount	E/I
02A - Manafort Brothers	<ul style="list-style-type: none"> Delete the cast in place stair shown on the documents. (Stair was poured by SCSU). Change precast concrete curbing to granite curbing as requested by SCSU to match granite curbing installed in adjacent lot. 	\$221,100.00	E
02X - White Owl		\$36,263.00	E
Total:		\$257,363.00	E

Only Out of Scope costs, as Incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.
 In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
(Back-up is herein attached)


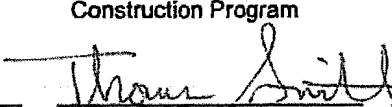
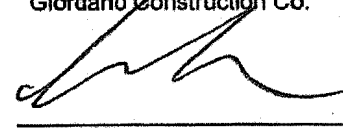
Method of determining value of change in contract:

Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:

Change in Contract Sum:
 Amount: **\$257,363.00**

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:

ARCHITECT: JCJ Architects  DATE <u>9.10.19</u>	PROGRAM MANAGER: New Haven School Construction Program  DATE <u>9/10/2019</u>	CONSTRUCTION MANAGER: Giordano Construction Co.  DATE <u>9/10/19</u>
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NEW HAVEN SCHOOL CONSTRUCTION CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** CCA# 095
 ADDRESS: **69 Farnham Avenue NH, CT** DATE: 9/16/19
 ARCHITECT: **JCJ** CITY PROJECT#
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: Pedestrian Bridge Sidewalk Protection

Trade Contractor	Description of Scope of Work	Amount	E/I
02A Manafort Brothers	Cost for sidewalk protection associated with Bridge Pick.	\$3,675.00	E
	Total:	\$3,675.00	E

Only **Out of Scope** costs, as incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.

In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
(Back-up is herein attached)

Method of determining value of change in contract:

Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:

Change in Contract Sum:
Amount: \$3,675.00

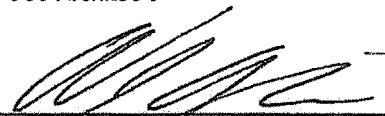
Note: Any costs included in this CCA are subject to Accounting Review.

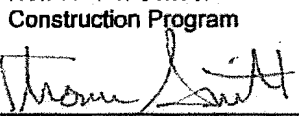
Change in Contract Time:


ARCHITECT:
JCJ Architects

PROGRAM MANAGER:
New Haven School
Construction Program

CONSTRUCTION
MANAGER:
Giordano Construction Co.


DATE 9.17.19


DATE 9/17/2019


DATE 9.17.19

NEW HAVEN SCHOOL CONSTRUCTIC CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Strong School** ~~CCA#096~~
 ADDRESS: **69 Farnham Avenue NH, CT** DATE: **9/17/19**
 ARCHITECT: **JCJ** CITY PROJECT#
 OWNER: **New Haven Board of Education** S.D.E. **093-0368**

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Out of Scope: In Scope: Allowance:

Please proceed with the following work:

DESCRIPTION OF THE WORK: Additional Progress Cleaning

Trade Contractor	Description of Scope of Work	Amount	E/I
01A - Advantage	Cost for additional progress cleaning hours	\$15,869.00	E
	Total:	\$15,869.00	E

Only Out of Scope costs, as incurred herein, are in addition to the current Contract Sum and will be included in a Contract Amendment. Final cost for Work involved and Change in Sum and Time (if any) must be submitted to the BOE and will be subject to approval of a Contract Amendment adjusting the Contract Sum and / or Contract Time. Execution of this CCA document does not constitute such approval nor can any such Out of Scope costs be billed until approval of such Amendment.

In Scope and Allowance costs may be billed upon execution of this CCA.

The following information is being provided by:
(Back-up is herein attached)

Method of determining value of change in contract:

Lump Sum: Unit price: Eligible:
 Time and Material: Other: Ineligible:


Change in Contract Sum:
Amount: **\$15,869.00**

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:

ARCHITECT:

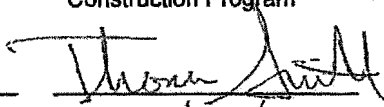
JCJ Architects



DATE **9.29.19**

PROGRAM MANAGER:

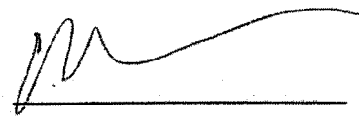
New Haven School
Construction Program



DATE **9/24/2019**

CONSTRUCTION

MANAGER:
Giordano Construction Co.



DATE **9/24/19**

Memorandum

To: NHPS Finance and Operations Committee
From: Thomas Smith *TS*
Re: Approval of Purchase Order
William B. Meyer – Strong/Barack H. Obama Magnet University
School
Meeting Date: October 7, 2019

Executive Summary:

Approval is requested for a **Purchase Order** for **William B. Meyer** of 255 Long Beach Blvd., Stratford, CT 06615 for moving and the disposition of excess furniture from Strong School 130 Orchard Street to move into the new Barack H. Obama Magnet University School.

Amount of Purchase Order and Daily, Hourly, or Per Session Cost:
\$29,849.00

Funding Source:
3078-17GG

Key Questions:

1. Please describe how this service is **strategically aligned** with school or District goals:

School Construction Project

2. Please describe the **evidence of effectiveness** for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?

N/A

3. Why do you believe this agreement is **fiscally sound**? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.

State Contract #14PSX0161

Fiscal Year 2019-2020

Quarter _____

PURCHASE REQUISITION

Agency Leave Blank

CITY OF NEW HAVEN

Board of Education	Agency New Haven Public Schools	Date Prepared 9/24/2019	Funding/Agency 1000/900	Program 3078-17GG	Location	Object
Organization:	School Construction Program	Reg No.	190			
Delivery Point:	Strong/Obama	Requested By:	Approved by:			
69 Farnham Ave New Haven CT		Tom Smith	(Agcy Head of Auth. Agent)			

DESCRIPTION (Type, size, color, weight, shape, quality, packaging, etc. Be specific. Give complete information to avoid mistakes.)	Unit of Meas.	Quantity	Est. Unit Cost	Total Cost	Date Needed
Item Description:					
STATE CONTRACT # 14PSX0161					
THIS PURCHASE ORDER IS BEING ISSUED IN ACCORDANCE WITH SECTION 10-292 (A), (C) AND (D) OF THE CONNECTICUT GENERAL STATUTES PERTINENT TO THE USE OF STATE CONTRACTS BY SCHOOL DISTRICTS.					
Move from Strong School 130 Orchard Street to New Building					
Materials	ea	1	7,837.00	\$7,837.00	
Equipment	ea	1	110.00	\$110.00	
Labor-Hourly Rates	ea	1	20,322.00	\$20,322.00	
Rentals	ea	1	1,680.00	\$1,680.00	
Contact Roxanne Peregino of STV/DPM at 860 748-5198 or Nancy Cottrell of NH School Construction at 203 948-5724. All items are to be delivered with the removal of all debris from site by the responsible vendor.					
Strong/Barack H. Obama Magnet University School 69 Farnham Avenue New Haven, CT					
SUGGESTED VENDOR (Name & Address)					
William B. Meyer 255 Long Beach Blvd Stratford, CT 06615 Contact: Mike humen Cell: (860) 982-0152 Fax: Email: mihumen@williambmeyer.com					
			TOTAL:	\$29,949.00	

Edited By: ***All Space Below this line reserved for purchase Approved for purchase by:



Quote # 50240

Sep 20, 2019

Nancy Cottrell
Gilbane Building Company
54 Meadow Street
New Haven, CT 06519

Dear Nancy,

Thank you for the opportunity to submit a proposal for your upcoming move. Here at William B Meyer, Inc. it is our mission to provide you with an unmatched moving experience. We hope to add our experience and expertise to the project outlined below.

The estimated cost to complete this project is \$29,949.00.

Should you have any questions concerning this proposal please feel free to contact me on my phone at (860)982-0152 Mobile

Sincerely,

Michael Humen

Director of Business Development
(860)982-0152 Mobile
mhumen@williambmeyer.com



Quote # 50240

Statement of Work and Pricing for Services

Statement of Work

William B. Meyer, Inc. will provide all necessary materials, labor, travel time and equipment to perform this move in a time sensitive, cost effective manner. Pricing is based on State of Connecticut contract 14PSX0161. Work to be performed on 12/20/19 beginning at 12:30 p.m. as well as 12/23/19 and 12/24/19 with a 7.00 a.m. start time each day

Moving Services

Labor	Rate	QTY	Hours	Subtotal
ON-SITE SUPERVISOR 1 at origin and 1 at destination	\$50.00	2	18	\$1,800.00
ON-SITE SUPERVISOR OVERTIME	\$61.00	2	6	\$732.00
VEHICLE & DRIVER	\$65.00	3	18	\$3,510.00
VEHICLE & DRIVER OVERTIME	\$75.00	3	6	\$1,350.00
HELPER	\$34.00	14	18	\$2,568.00
HELPER-OVERTIME	\$44.00	14	6	\$3,696.00
PACKER For Media Center	\$37.00	1	18	\$666.00
				\$20,322.00
			Subtotal	\$20,322.00
			Total	\$20,322.00



Material	Rate	QTY	Subtotal
LEGAL TOTE BOX	\$3.35	1,400	\$4,690.00
C-BINS	\$18.00	70	\$1,260.00
NEWS PRINT/PACK PAPER BUNDLE	\$27.00	2	\$54.00
PACKING TAPE ROLL	\$1.50	6	\$9.00
SHRINK WRAP ROLL	\$20.00	4	\$80.00
BUBBLE WRAP ROLL	\$80.00	2	\$160.00
MATERIAL DELIVERY X 2 1 T&D AND 1 MOVER @ \$99.00/HOUR X 4HRS	\$99.00	8	\$792.00
MATERIAL PICK-UP X 2 1 T&D AND 1 MOVER @ \$99.00/HOUR X 4HRS	\$99.00	8	\$792.00
			\$7,837.00
Subtotal			\$7,837.00
Total			\$7,837.00

Equipment	Rate	QTY	Hours	Subtotal
KOROFLEX ROLL	\$110.00	1	1	\$110.00
Subtotal				\$110.00
Total				\$110.00

Rentals	Rate	QTY	Days	Subtotal
PLASTIC CRATES Includes 1 dolly/4 crates	\$0.25	80	14	\$280.00
LIBRARY CARTS Media Center	\$5.00	20	2	\$200.00
LIBRARY CARTS Classrooms	\$5.00	60	4	\$1,200.00
Subtotal				\$1,680.00
Total				\$1,680.00



EXPERTISE YOU CAN TRUST

Grand Total: \$29,949.00

Acceptance - Signature Required Prior to Execution of Services

Thomas Smith
Client's Name

Program Manager
Title

Gilbane Building Company
Company Name

Thomas Smith
Signature

09/24/2019
Date

Signature Certificate

Document Ref.: 8ZYY8-M8CPJ-CNE6Q-6Z7TA

Document signed by:

	<p>Nancy Cottrell Verified E-mail: ncottrel@gilbaneco.com</p>	<p><i>Thomas Smith</i></p>
<p>IP: 67.208.222.244</p>	<p>Date: 24 Sep 2019 14:32:47 UTC</p>	

Document completed by all parties on:

24 Sep 2019 14:32:47 UTC

Page 1 of 1



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STATE OF CONNECTICUT

Contract User
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Search
Search Results **Results Detail** Solicitation Detail

SCP Contract Details
State Contracting Portal Contract Results

Administrative Services, Procurement Services
Contract Detail Info For # 14PSX0161

Dates

Award Date	Start Date	End Date
09/24/2014	10/01/2014	12/31/2019

Description

Moving and Storage Services for All Using State Agencies and Not For Profit Organizations

Comments

Solicitation and Contract Conditions

Includes SBE/MBE Requirements	Qualified Partnership	DBE	Political Subdivisions	Agencies	CT Recovery
No	No	No	Yes	Yes	No

Contact(s)

Contact	Telephone	FAX	E-Mail
Pamela Anderson	(860) 713-5088		pamela.anderson@ct.gov

Common Documents

Date	Description
12/28/2018 2:34:51 PM	14PSX0161 with Supp 1-3.pdf Contract Document w/Supplements

5 Vendor(s)

Contract #	Cert	Vendor	Contact	Catalog
14PSX0161AA Start: 10/01/2014 End: 12/31/2019	No	<u>Key's Trucking, Inc.</u> 30 Clark Street East Hartford, CT 06108 Peoplesoft ID: 0000016172	Norman Bolduc Phone: (860) 291-2436 FAX: (860) 291-2822 E-Mail	No
14PSX0161AB Start: 10/01/2014 End: 12/28/2018 Expired	No	<u>Keylynx Technologies Inc.</u> 2 north rd East Windsor, CT 06088 Peoplesoft ID: 0000162193	David Dumals Phone: (860) 654-0042 FAX: (860) 654-0047 E-Mail	No
14PSX0161AC Start: 10/01/2014 End: 05/13/2015 Expired	No	<u>Nationwide Moving & Storage Co., Inc.</u> 100 Peters Road Bloomfield, CT 06002 Peoplesoft ID: 0000018353	Jerry Le Clerc Phone: (860) 243-9555 E-Mail	No
14PSX0161AD Start: 10/01/2014 End: 12/31/2019	No	<u>Siracusa Moving & Storage Service, Inc.</u> 250 Commerce Circle New Britain, CT 06051 Peoplesoft ID: 0000013297	Derrick J. Butler Phone: (800) 222-1399 FAX: (860) 225-4023 E-Mail	No
14PSX0161AE Start: 10/01/2014 End: 12/31/2019	No	<u>William B. Meyer, Inc.</u> 255 Long Beach Blvd. Stratford, CT 06615 Peoplesoft ID: 0000026576	Ted Kennedy Phone: (203) 383-6100 E-Mail	No

MEMORANDUM

To: Finance and Operations Committee

From: Michael J. Pinto, COO

Re: F&O Agenda Item Request/Approval
Purchase Order for Chromebooks to CDW-G

Meeting Date: October 10, 2019

Executive Summary:

I am requesting approval of a Purchase Requisition under State Contract #PEPPM 2018 Catalog Agreement to CDW-G, 75 Remittance Drive, Suite 1515, Chicago, IL for the purchase of Chromebooks with cart including a 3-yr. extended service agreement for Barnard, Brennan/Rogers, Edgewood and Wilbur Cross schools.

Amount of Agreement and Daily, Hourly, or Per Session Cost: An amount not to exceed \$192,664.35

Funding Source: 2019-2020 IT Capital Projects

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals:**
The schools selected Chromebooks since these devices aligns with their instructional strategy and making their students 21st Century Learners. Access services on the Internet make these devices the proper curricular choice.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
CDW-G is a nationally recognized company and has provided services to the district over the past decade. They have a state contract.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**
This is a state contract purchase and the equipment being purchased has an agreed upon price.

Quotes from vendor by school are attached.

CDW-G	STATE CONTRACT #PEPPM 2018		
	CATALOG AGREEMENT		
SCHOOL	DESCRIPTION	QUANTITY	TOTAL
Barnard School	Chromebooks w/cart 30	11	\$ 94,714.73
Brennan/Rogers School	Chromebooks w/cart 30	4	\$ 34,441.72
Edgewood School	Chromebooks w/cart 30	3	\$ 25,831.29
Wilbur Cross	Chrome & Accessories	120	\$ 37,676.61
GRAND TOTAL:			\$ 192,664.35

From: "MCCAIN, ROBERT" <ROBERT.MCCAIN@new-haven.k12.ct.us>
Date: Wednesday, September 25, 2019 at 10:15 AM
To: "MCDONNELL, LARRY" <LARRY.MCDONNELL@new-haven.k12.ct.us>
Subject: RE: Justification

Chromebooks at Barnard

We have only one working cart with 23 Chromebooks.

- During last year's SBAC testing students had to take the assessments on a rotating basis so the cart could be shared. Testing dragged out for the entire testing window
- Teachers would "hoard" any available Chromebooks at the school in their classrooms.
- The inequity of resources at Barnard was unfair to our students who are mostly students of color
- Students never had any practice/assessments on apps designed to improve reading and math abilities

We need 11 carts/330 Chromebooks to properly educate our students to increase their abilities.

- Lexia, Read 180, Math Symphony, IXL, and various other apps are not being extensively at the school due to lack of Chromebooks.
- Students can't log onto to PowerSchool to check grades
- Students can't log into Schoology to access teacher's flipped videos, assignments, PowerPoints, etc.
- Students are unable to research environmental issues or do research papers
- Currently, no students are using technology. Students are not seeing technology as a tool to help them learn.

QUOTE CONFIRMATION



DEAR LARRY MCDONNELL,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KWLN187	9/11/2019	BARNARD	8003459	\$94,714.73

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Depot/Customer Carry In Upgrade - extended service agreement - 3 yea Mfg. Part#: 5W50H71479 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	330	3641176	\$37.90	\$12,507.00
Google Chrome Management Console License - Education Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	330	3577022	\$25.00	\$8,250.00
Lenovo 100e Chromebook MTK8173C 11.6" 4GB RAM 32GB Chrome OS Mfg. Part#: 81QB0000US UNSPSC: 43211503 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	330	5437831	\$179.72	\$59,307.60
Datamation Systems DS-GR-CB-M32-C - cart Mfg. Part#: DS-GR-CB-M32-C UNSPSC: 56101535 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	11	3289242	\$1,331.83	\$14,650.13

PURCHASER BILLING INFO		SUBTOTAL	\$94,714.73
Billing Address: NEW HAVEN PUBLIC SCHOOLS DEPT OF EDUCATION 54 MEADOW ST NEW HAVEN, CT 06519-1783 Phone: (203) 787-8900 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$94,714.73
		DELIVER TO Shipping Address: BARNARD ELEMENTARY SCHOOL DEPT OF EDUCATION 170 DERBY AVE NEW HAVEN, CT 06511-5177 Shipping Method: UPS Ground (2- 3 Day)	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Vincent Mulvihill

(866) 773-7348

vinny@cdwg.com



Brennan-Rogers Magnet School

The Art of Media & Communication

199 Wilmot Road (Pre K-3rd) • New Haven, CT 06515 • Tel: (475) 220-2250 • Fax: (203) 946-5404
200 Wilmot Road (4th-8th) • New Haven, CT 06515 • Tel: (475) 220-2200 • Fax: (203) 946-7516

Mrs. Laura A. Roblee
Principal
475.220.2210
Laura.roblee@new-
haven.k12.ct.us

Ms. Karissa Stolzman
Assistant Principal
475.220.2211
Karissa.Stolzman@new-
haven.k12.ct.us

To: Whom It May Concern

From: Mrs. Laura Roblee, Principal

Date: September 20, 2019

RE: Purchase Order Justification for Chromebook Carts

Please accept the attached purchase order for technology devices to be used by students and staff. The chromebook carts will support the teaching and learning in all classrooms, small group and individual settings and further enhance instructional practice within classrooms in the Reading & Writing Workshop Model as well as the integration of social studies, science, math, classroom management and the art/communication magnet theme.

This order of technology will allow us to be a one to one laptop school. All classrooms in grades 1-8 will have a chromebook cart that will allow each student to have a designated computer to use while in that classroom for the entire year. Chromebooks are to be use in school. These technology devices will allow students to have access and view resources that will enhance their learning in all subject areas. In addition, the students will be able to use the chromebooks to increase their level of technology and research skills. The purchase of this technology will assist and support our goal in preparing students for college, career and life ready.

Thank you in advance for supporting the positive academic progress of our students.

QUOTE CONFIRMATION



DEAR LARRY MCDONNELL,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KWLN142	9/11/2019	BRENNAN ROGERS	8003459	\$34,441.72

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Depot/Customer Carry In Upgrade - extended service agreement - 3 yea Mfg. Part#: 5W50H71479 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	3641176	\$37.90	\$4,548.00
Google Chrome Management Console License - Education Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	3577022	\$25.00	\$3,000.00
Lenovo 100e Chromebook MTK8173C 11.6" 4GB RAM 32GB Chrome OS Mfg. Part#: 81QB0000US UNSPSC: 43211503 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	5437831	\$179.72	\$21,566.40
Datamation Systems DS-GR-CB-M32-C - cart Mfg. Part#: DS-GR-CB-M32-C UNSPSC: 56101535 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	4	3289242	\$1,331.83	\$5,327.32

PURCHASER BILLING INFO		SUBTOTAL	\$34,441.72
Billing Address: NEW HAVEN PUBLIC SCHOOLS DEPT OF EDUCATION 54 MEADOW ST NEW HAVEN, CT 06519-1783 Phone: (203) 787-8900 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$34,441.72
		DELIVER TO Shipping Address: BRENNAN ROGERS SCHOOL 200 WILMOT RD NEW HAVEN, CT 06515-1009 Shipping Method: UPS Ground (2- 3 Day)	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Vincent Mulvihill

(866) 773-7348

vinny@cdwg.com

Edgewood -

See below for justification of our Edgewood technology request:

Item	Vendor	Cost	
1	3x Makerbot Replicator+ 3D Printers with Carts	School Specialty	\$10,051.98
2	4x iPad Charge Carts w/30 iPads Each with Cases	Apple	\$45,473.80
3	3x Chromebook Charge Carts w/30 Chromebooks Each	CDWG	\$23,391.90

Edgewood Creative Thinking Through STEAM Magnet School is requesting three Makerbot Replicator+ 3D Printers with carts to implement our STEAM curriculum with specific attention to implementing the Engineering Design Process. We are looking to enable students in grades 3 to 8 to create 3D prototypes and models using tinkercad software on chromebooks to test engineered designs. The goal is to provide underrepresented groups of students access to STEM education and associated technology.

We are requesting iPad charge carts with iPads to implement our music technology and art courses to provide grades K-8 access to 21st century technology in the design of music and art through Apple software such as Garage Band, Sketchbook and iMovie. Edgewood is looking to be able to use this new technology to give students the skills necessary in the modern production of media arts. One iPad cart will be used to provide Kindergarten students an introduction to technology use and to augment traditional instruction in math and literacy.

Edgewood is also requesting chromebooks with charge carts for second grade classroom use and grades 3 - 8 for using 3D design software such as tinkercad. Chromebooks will be also be used for collaborative learning through applications such as Google classroom.

We feel that Edgewood needs this technology to provide a 21st century education experience and equip our students with the necessary technological skills to prepare them for high school, college and careers.

Let me know if you need me to insert this narrative into a justification form.

Thank you,

Mike

Michael Kurzpa

Edgewood Creative Thinking Through STEAM Magnet School

Magnet Resource Teacher

QUOTE CONFIRMATION



DEAR LARRY MCDONNELL,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KWLN103	9/11/2019	EDGEWOOD	8003459	\$25,831.29

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo Depot/ Customer Carry In Upgrade - extended service agreement - 3 yea Mfg. Part#: SWS0H71479 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	90	3641176	\$37.90	\$3,411.00
Google Chrome Management Console License - Education Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	90	3577022	\$25.00	\$2,250.00
Lenovo 100e Chromebook MTK8173C 11.6" 4GB RAM 32GB Chrome OS Mfg. Part#: 81QB0000US UNSPSC: 43211503 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	90	5437831	\$179.72	\$16,174.80
Datamation Systems DS-GR-CB-M32-C - cart Mfg. Part#: DS-GR-CB-M32-C UNSPSC: 56101535 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	3	3289242	\$1,331.83	\$3,995.49

PURCHASER BILLING INFO		SUBTOTAL	\$25,831.29
Billing Address: NEW HAVEN PUBLIC SCHOOLS DEPT OF EDUCATION 54 MEADOW ST NEW HAVEN, CT 06519-1783 Phone: (203) 787-8900 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$25,831.29
		DELIVER TO	
Shipping Address: EDGEWOOD MAGNET SCHOOL 737 EDGEWOOD AVE NEW HAVEN, CT 06515 Shipping Method: UPS Ground (2- 3 Day)			

Need Assistance? CDW•G SALES CONTACT INFORMATION



Vincent Mulvihill

(866) 773-7348

vinny@cdwg.com



Edith Johnson
Principal

WILBUR L. CROSS HIGH SCHOOL

181 Mitchell Drive, New Haven, CT 06511

(475) 220-7400
Fax (203) 946-6932

Memorandum

To: Dr. Carol D. Birks, Superintendent

From: Edith Johnson, Principal

Subject: Technology Justification

Date: September 22, 2019

Wilbur L. Cross High School is the largest high school in the district. Over the last 5 years we have utilized a grant to purchase, update and maintain our technology needs. These technology purchases will allow our students and staff to continue to teach and learn. Several teachers are working on interdisciplinary project that require updated technology. We also have classrooms that are in need of smartboards, desktops, and technology accessories. The computers in the main office are over 6 years old and need replacing. Our Fine Arts department also need the most updated technology for our mixed media arts and photography courses. Our recording studio arts course is also in need of updated software and accessories the studio.

For the reasons stated above we are requesting approval of the attached purchase orders. Free feel to reach out to me if you have any questions.



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

QUOTE CONFIRMATION



DEAR MELODY TROXLER,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KWVL342	9/19/2019	4 CARTS	8003459	\$37,676.61

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Google Chrome Management Console License - Education Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	3577022	\$25.00	\$3,000.00
Lenovo Depot/Customer Carry In Upgrade - extended service agreement - 3 yea Mfg. Part#: 5WS0H71479 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	3641176	\$37.90	\$4,548.00
Lenovo 100e Chromebook MTK8173C 11.6" 4GB RAM 32GB Chrome OS Mfg. Part#: 81QB0000US UNSPSC: 43211503 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	120	5437831	\$179.72	\$21,566.40
Datamation Systems DS-GR-CB-M32-C - cart Mfg. Part#: DS-GR-CB-M32-C UNSPSC: 56101535 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	4	3289242	\$1,331.83	\$5,327.32
Elmo - power adapter Mfg. Part#: 5ZA0000311 UNSPSC: 39121006 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	4	4300848	\$56.19	\$224.76
Canon EOS Rebel T7 - digital camera EF-S 18-55mm IS II lens Mfg. Part#: 2727C002 UNSPSC: 45121516 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	2	5487811	\$422.99	\$845.98
Wacom Intuos Creative Pen Small - digitizer - USB, Bluetooth - black Mfg. Part#: CTL4100WLK0 UNSPSC: 43211712 Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)	9	5010886	\$74.75	\$672.75
Tripp Lite Surge Protector Power Strip 12 Outlets 8ft Cord Tel/Modem 2160J Mfg. Part#: TLP1208TEL UNSPSC: 39121610	6	1980221	\$38.09	\$228.54

QUOTE DETAILS (CONT.)

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

Tripp Lite Surge Protector Strip 120V 6 Outlet 6' Cord 790 Joule Black 6 1269577 \$7.36 \$44.16

Mfg. Part#: TLP606B

UNSPSC: 39121610

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

Black Box 50ft Heavy Duty In/Out Power Extension Cord, Single-Outlet, 14/3 5 1068331 \$58.02 \$290.10

Mfg. Part#: EPWR34

UNSPSC: 26121604

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

Tripp Lite HDMI to VGA Active Adapter Cable Low Profile HD15 M/M 1080p 6ft 6 4681548 \$27.67 \$166.02

Mfg. Part#: P566-006-VGA

UNSPSC: 26121604

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

Tripp Lite 6' High Speed HDMI Cable w/ Ethernet Digital Video Audio M/M 6 2287174 \$7.13 \$42.78

Mfg. Part#: P569-006

UNSPSC: 26121604

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

C2G VGA Splitter Cable - Ultima HD15 Male to Two HD15 Female Y-Cable 6 465207 \$10.60 \$63.60

Mfg. Part#: 29610

UNSPSC: 26121604

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

Logitech Wireless Presenter R400 presentation remote control 20 1831321 \$32.81 \$656.20

Mfg. Part#: 910-001354

UNSPSC: 52161525

Contract: PEPPM 2018 Catalog Agreement (PEPPM2018)

PURCHASER BILLING INFO	SUBTOTAL	\$37,676.61
Billing Address: NEW HAVEN PUBLIC SCHOOLS DEPT OF EDUCATION 54 MEADOW ST NEW HAVEN, CT 06519-1783 Phone: (203) 787-8900 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$37,676.61
DELIVER TO	Please remit payments to:	
Shipping Address: NEW HAVEN PUBLIC SCHOOLS DEPT OF EDUCATION 54 MEADOW ST NEW HAVEN, CT 06519-1783 Phone: (203) 787-8900 Shipping Method: UPS Ground (2- 3 Day)	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW*G SALES CONTACT INFORMATION



Vincent Mulvihill

(866) 773-7348

vinny@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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MEMORANDUM

To: Finance and Operations Committee

From: Michael J. Pinto, COO

Re: F&O Agenda Item Request/Approval
Purchase Order I pads, Laptops and Desktop Computers to Apple, Inc.

Meeting Date: October 10, 2019

Executive Summary:

I am requesting approval of a Purchase Requisition under Sole Source #28011x to Apple, Inc., 5505 W. Parmer Lane, Bldg. 7, Austin TX for the purchase of iPads, MacBook Air with carts and iMac computers for Brennan/Rogers, Edgewood, Nathan Hale and Wilbur Cross schools.

Amount of Agreement and Daily, Hourly, or Per Session Cost: An amount not to exceed \$215,695.05

Funding Source: 2019-2020 IT Capital Projects

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals:**
The schools selected Apple equipment since these devices aligns with their instructional strategy and making their students 21st Century Learners. Ease of use and a wide variety of software make these devices the proper curricular choice.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
Apple is a worldwide company known for their innovation and a champion to education.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**
This is a Sole Source purchase. The Apple equipment comes with software built into their operating system where on other devices this would be an additional cost. Also, their longevity is greater than other devices. Most Apple computers could last over seven years before replacement is needed.

Quotes by school are attached.

APPLE, INC.	CITY SOLE SOURCE #28011X		
SCHOOL	DESCRIPTION	QUANTITY	TOTAL
Brennan/Rogers School	Apple MacBook Air	10	\$ 9,780.00
	Apple iMacBook	42	\$ 46,956.00
Edgewood School	iPad carts with 30 iPads	4	\$ 56,337.80
	Apple MacBook Air cart 30	1	\$ 31,139.95
Nathan Hale	Apple MacBook Air	45	\$ 44,010.00
Wilbur Cross	Apple iMac/MacBook Air	15	\$ 26,385.00
	Accessories	17	\$ 1,086.30
GRAND TOTAL:			\$ 215,695.05



Brennan-Rogers Magnet School

The Art of Media & Communication

199 Wilmot Road (Pre K-3rd) • New Haven, CT 06515 • Tel: (475) 220-2250 • Fax: (203) 946-5404
200 Wilmot Road (4th-8th) • New Haven, CT 06515 • Tel: (475) 220-2200 • Fax: (203) 946-7516

Mrs. Laura A. Roblee
Principal
475.220.2210
Laura.roblee@new-
haven.k12.ct.us

Ms. Karissa Stolzman
Assistant Principal
475.220.2211
Karissa.Stolzman@new-
haven.k12.ct.us

To: Whom It May Concern
From: Mrs. Laura Roblee, Principal
Date: September 20, 2019
RE: Purchase Order Justification for Macbook Laptops

Please accept the attached purchase order for laptops for our leadership team and coaches.

Our leadership team and coaches are finding themselves in classrooms daily working with teachers and students. The portability of a laptop will allow them to take their work with them while moving from the upper school to the lower school with ease. These laptops will be given to those team members in place of a desktop computer. An example of usage; our PPT Chair will immediately be able to update and access IEP documents while in meetings or classrooms to better support teacher and student learning. Also, literacy and math coaches will be able to create plans, take meeting minutes, hold SRBI meetings and support students and teachers in a more timely fashion. The purchase of this technology will assist and support our goal in preparing students for college, career and life ready.

Thank you in advance for supporting the positive academic progress of our students.





Brennan-Rogers Magnet School

The Art of Media & Communication

199 Wilmot Road (Pre K-3rd) • New Haven, CT 06515 • Tel: (475) 220-2250 • Fax: (203) 946-5404
200 Wilmot Road (4th-8th) • New Haven, CT 06515 • Tel: (475) 220-2200 • Fax: (203) 946-7516

Mrs. Laura A. Roblee
Principal
475.220.2210
Laura.roblee@new-
haven.k12.ct.us

Ms. Karissa Stolzman
Assistant Principal
475.220.2211
Karissa.Stolzman@new-
haven.k12.ct.us

To: Whom It May Concern

From: Mrs. Laura Roblee, Principal

Date: September 20, 2019

RE: Purchase Order Justification for Desktop IMACS

Please accept the attached purchase order for replacements of teacher desktop computers in both the upper and lower school of Brennan Rogers. The current desktops are approximately 8 years old and many are not able to handle the current programs that are used on a daily basis or are unable to be updated to accommodate the google drive and documents feature which we use as a school. All students and teachers have a google account and access the drive. Teachers use IMACS on a daily basis in conjunction with the LCD projectors. The IMAC computers have a large selection of free software the will allow our teachers to incorporate our magnet theme of media and communications into lessons for students without having to purchase additional programming.

The purchase of this technology will assist and support our goal in preparing students for college, career and life ready.

Thank you in advance for supporting the positive academic progress of our students.



Apple Inc. Education Price Quote



Customer:	LARRY MCDONNELL CITY OF NEW HAVEN BOARD OF EDUC Phone (475) 220-1699 email: LARRY.MCDONNELL@new-haven.k12.ct.us	Apple Inc:	Ryan Kneeland 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 email kneeland@apple.com
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Apple Quote: 2205658260

Quote Date: Monday, July 29, 2019

Quote Valid Until: Wednesday, August 28, 2019

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	MacBook Air 5-pack with AppleCare+ for Mac (13-inch/1.8GHz i5/8GB/128GB SSD storage/Intel HD Graphics 6000) Part Number BMSZ2LL/A MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/128GB SSD storage/Intel HD Graphics 6000) Part Number: MQD62LL/A Quantity: 10 AppleCare+ for MacBook/MacBook Air Part Number: 56125LL/A Quantity: 10	2	\$5,060.00	\$170.00	\$4,890.00	\$9,780.00
Extended EDU List Price Total						\$10,120.00
Total Discount						\$340.00
Extended Discounted Price Subtotal						\$9,780.00
- Additional Tax						\$0.00
- Estimated Tax						\$0.00

Extended Discounted Total Price*

\$9,780.00

In most cases Extended discounted Total price does not include Sales Tax
 *If applicable, eWaste/Recycling Fees are included Standard shipping is complimentary

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 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.
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Document rev 10.6.1

Date of last revision - June 20th, 2016

Brennan/Rogers

Apple Inc. Education Price Quote

Customer:	LARRY MCDONNELL CITY OF NEW HAVEN BOARD OF EDUC Phone: (475) 220-1699 email: LARRY.MCDONNELL@new-haven.k12.ct.us	Apple Inc:	Ryan Kneeland 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 email: kneeland@apple.com
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Apple Quote: 2205658255**Quote Date:** Monday, July 29, 2019**Quote Valid Until:** Wednesday, August 28, 2019**Quote Comments:**

Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	21.5-inch iMac Part Number Z0TH Configuration: <ul style="list-style-type: none"> • 065-C4YV 2.3GHz dual-core Intel Core i5, Turbo Boost up to 3.6GHz* • 065-C4YX 8GB 2133MHz DDR4 • 065-C506 3TB Serial ATA Drive @ 5400 rpm • 065-C4YW Intel Iris Plus Graphics 640 • 065-C50L Wired Apple Mouse (Must be ordered with Wired Keyboard) • 065-C50W Wired Keyboard with numeric keypad (English) / User's Guide (English) (Must be ordered with Wired Mouse) 	42	\$1,049.00	\$50.00	\$999.00	\$41,958.00
2	AppleCare+ for iMac Part Number S6126LL/A	42	\$119.00	\$0.00	\$119.00	\$4,998.00
Extended EDU List Price Total						\$49,056.00
Total Discount						\$2,100.00
Extended Discounted Price Subtotal						\$46,956.00 ✓
- Additional Tax						\$0.00

Estimated Tax	\$0 0
Extended Discounted Total Price	\$46.956 0

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Standard shipping is complimentary

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 - For registration assistance, call 1.800.800.2775
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Edgewood -

See below for justification of our Edgewood technology request:

Item	Vendor	Cost	
1	3x Makerbot Replicator+ 3D Printers with Carts	School Specialty	\$10,051.98
2	4x iPad Charge Carts w/30 iPads Each with Cases	Apple	\$45,473.80
3	3x Chromebook Charge Carts w/30 Chromebooks Each	CDWG	\$23,391.90

Edgewood Creative Thinking Through STEAM Magnet School is requesting three Makerbot Replicator+ 3D Printers with carts to implement our STEAM curriculum with specific attention to implementing the Engineering Design Process. We are looking to enable students in grades 3 to 8 to create 3D prototypes and models using tinkercad software on chromebooks to test engineered designs. The goal is to provide underrepresented groups of students access to STEM education and associated technology.

We are requesting iPad charge carts with iPads to implement our music technology and art courses to provide grades K-8 access to 21st century technology in the design of music and art through Apple software such as Garage Band, Sketchbook and iMovie. Edgewood is looking to be able to use this new technology to give students the skills necessary in the modern production of media arts. One iPad cart will be used to provide Kindergarten students an introduction to technology use and to augment traditional instruction in math and literacy.

Edgewood is also requesting chromebooks with charge carts for second grade classroom use and grades 3 - 8 for using 3D design software such as tinkercad. Chromebooks will be also be used for collaborative learning through applications such as Google classroom.

We feel that Edgewood needs this technology to provide a 21st century education experience and equip our students with the necessary technological skills to prepare them for high school, college and careers.

Let me know if you need me to insert this narrative into a justification form.

Thank you,

Mike

Michael Kusza

Edgewood Creative Thinking Through STEAM Magnet School
Magnet Resource Teacher

Apple Inc. Education Price Quote



Customer:	LARRY MCDONNELL CITY OF NEW HAVEN BOARD OF EDUC Phone: (475) 220-1699 email: LARRY.MCDONNELL@new-haven.k12.ct.us	Apple Inc:	Ryan Kneeland 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 email: kneeland@apple.com
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Apple Quote: 2205648290

Quote Date: Tuesday, July 23, 2019

Quote Valid Until: Thursday, August 22, 2019

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	<p>iPad Wi-Fi 32GB – Space Gray (10-pack) with 3-Year AppleCare+ Part Number: BN4Z2LL/A</p> <p>iPad Wi-Fi 32GB – Space Gray Part Number: MR8AZLL/A Quantity: 120</p> <p>3-Year AppleCare+ for iPad / iPad Air / iPad mini Part Number: S6560LL/A Quantity: 120</p>	12	\$3,730.00	\$44,760.00
2	<p>Bretford PowerSync MIX Cart 30 (Lightning) Part Number: HKPZ2VC/A</p>	4	\$2,649.95	\$10,599.80
3	<p>13-Inch MacBook Air: 1.8GHz dual-core 5th-generation Intel Core i5 processor, 128GB Part Number: MQD32LL/A Configuration:</p> <ul style="list-style-type: none"> • 065-C63L 1.8GHz Intel Dual-Core Core i5, Turbo Boost up to 2.9GHz • 065-C63N Intel HD Graphics 6000 • 065-C63P 8GB 1600MHz LPDDR3 SDRAM • 065-C63V 128GB PCIe-based SSD • 065-C64K Backlit Keyboard (English) / User's Guide (English) 	1	\$849.00	\$795.00

4	AppleCare+ for MacBook/MacBook Air Part Number: 56125LL/A	1	\$183.00	\$183.00
Edu List Price Total				\$56,337.80
- Additional Tax				\$0.00
- Estimated Tax				\$0.00
Extended Total Price*				\$56,337.80

*In most cases Extended Total Price does not include Sales Tax

**If applicable, eWaste/Recycling Fees are included
Standard shipping is complimentary

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 - For registration assistance, call 1.800.800.2775
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Apple Inc. Education Price Quote

Edgewood

Customer:	LARRY MCDONNELL CITY OF NEW HAVEN BOARD OF EDUC Phone: (475) 220-1699 email: LARRY.MCDONNELL@new-haven.k12.ct.us	Apple Inc:	Ryan Kneeland 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 email: kneeland@apple.com
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Apple Quote: 2205648278

Quote Date: Tuesday, July 23, 2019

Quote Valid Until: Thursday, August 22, 2019

Quote Comments:
Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	MacBook Air 5-pack with AppleCare+ for Mac (13-inch/1.8GHz i5/8GB/128GB SSD storage/Intel HD Graphics 6000) Part Number BMSZ2LL/A MacBook Air 5-pack (13-inch/1.8GHz i5/8GB/128GB SSD storage/Intel HD Graphics 6000) Part Number MQD62LL/A Quantity: 30 AppleCare+ for MacBook/MacBook Air Part Number: 56125LL/A Quantity: 30	6	\$5,060.00	\$170.00	\$4,890.00	\$29,340.00
2	Bretford Mobility MIX Cart 30 Part Number HKPX2VC/A	1	\$1,799.95	\$0.00	\$1,799.95	\$1,799.95

Extended EDU List Price Total	\$32,159.95
Total Discount	\$1,020.00
Extended Discounted Price Subtotal	\$31,139.95
- Additional Tax	\$0.00

- Estimated Tax 50 00

Extended Discounted Total Price* **\$31,139.95**

* In most cases Extended discounted Total price does not include Sales Tax
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Memo

To: Larry McDonnell, IT

From: Tara Cass, Principal

cc: Phyllis Voira, Computer Technology Teacher

Date: 9/15/2019

Re: Technology Justification at Nathan Hale

This memorandum is to serve as the justification letter for technology needs at Nathan Hale School. Since the onset of my tenure at Nathan Hale School, there have been slow and incremental technology upgrades to the school.

At the very basic level, our SPMT and BLDT met to discuss the issues of technology at the school. We decided through consensus that each teacher—in order to support student learning, accommodations, and modifications—that a smart board would be essential in supporting the classroom teaching. This way, teachers are able to save anchor charts, class notes, and daily objectives to support learning. Furthermore, the access to projectors and white board screens would support a multi-modal learning experience for students. For the last seven year, I have been able to purchase 3-5 boards every year. We are still short 8-10 Eno boards for our classrooms. Due to room changes and other class moves, there are teachers with previous access who currently do not have access. We still have chalkboards in some rooms, white boards, and some smart boards throughout the building.

In addition, our PTO has funded two Chrome Book Carts for our school. This is the only student technology accessible for students aside from our lab which is used for classroom and specials. We discussed that a one-to-one classroom access for our middle school is a start to support classroom technology, online portfolios, and district and state assessments.

Lastly, in order to support our goals as a school on online portfolios and technology competencies, we would need teachers to have computers issued by the school to support the work and professional development needed to ensure a 21st century competent teaching and learning environment.

Nathan Hale

Apple Inc. Education Price Quote

Customer:	LARRY MCDONNELL CITY OF NEW HAVEN BOARD OF EDUC Phone: (475) 220-1699 email: LARRY.MCDONNELL@new-haven.k12.ct.us	Apple Inc:	Ryan Kneeland 5505 W Parmer Lane Bldg 7 Austin, TX 78727-6524 email. kneeland@apple.com
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Quote Valid Until: Thursday, August 22, 2019

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Extended EDU List Price Total						\$45,540.00
Total Discount						\$1,530.00
Extended Discounted Price Subtotal						\$44,010.00
- Additional Tax						\$0.00
- Estimated Tax						\$0.00

Extended Discounted Total Price***\$44,010.00**

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 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL {QuoteExpirationDate} UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE

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 Fax:

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Document rev 10.6.1

Date of last revision June 20th, 2016



WILBUR L. CROSS HIGH SCHOOL

181 Mitchell Drive. New Haven. CT 06511

Edith Johnson
Principal

(475) 220-7400
Fax (203) 946-6932

Memorandum

To: Dr. Carol D. Birks, Superintendent

From: Edith Johnson, Principal

Subject: Technology Justification

Date: September 22, 2019

Wilbur L. Cross High School is the largest high school in the district. Over the last 5 years we have utilized a grant to purchase, update and maintain our technology needs. These technology purchases will allow our students and staff to continue to teach and learn. Several teachers are working on interdisciplinary project that require updated technology. We also have classrooms that are in need of smartboards, desktops, and technology accessories. The computers in the main office are over 6 years old and need replacing. Our Fine Arts department also need the most updated technology for our mixed media arts and photography courses. Our recording studio arts course is also in need of updated software and accessories the studio.

For the reasons stated above we are requesting approval of the attached purchase orders. Free feel to reach out to me if you have any questions.



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS

-423-

Apple Inc. Education Price Quote

Customer:	Melody Troxler CITY OF NEW HAVEN BOARD OF EDUC email: melody.troxler@new- haven.k12.ct.us	Apple Inc:	Howie Horvath One Apple Park Way Cupertino, CA 95014 Phone: +1-203-7210422 email: hhorvath@apple.com
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Apple Quote: 2205766187

Quote Date: Wednesday, September 18, 2019

Quote Valid Until: Friday, October 18, 2019

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	<p>27-inch iMac Pro with Retina 5K display Part Number: Z0UR Configuration:</p> <ul style="list-style-type: none"> • 065-C61N 3.2GHz 8-core Intel Xeon W processor, Turbo Boost up to 4.2GHz • 065-C64Q 32GB 2666MHz DDR4 ECC memory • 065-C6HT 1TB SSD • 065-C63P Radeon Pro Vega 56 with 8GB of HBM2 memory • 065-C624 Magic Trackpad 2 – Space Gray • 065-C627 English Magic keyboard with Numeric Keypad with English Print – Space Gray 	2	\$4,649.00	\$9,298.00
2	<p>21.5-inch iMac with Retina 4K display Part Number: Z0VX Configuration:</p> <ul style="list-style-type: none"> • 065-C7GP 3.2GHz 6-core 8th-generation Intel Core i7 processor, Turbo Boost up to 4.6GHz • 065-C6YT 8GB DDR4 memory • 065-C6YX 1TB Serial ATA Drive @ 5400 rpm • 065-C7GT Radeon Pro 555X with 2GB video memory • 065-C6XC Apple Magic Mouse 2 • 065-C6XH Magic Keyboard – US English 	6	\$1,489.00	\$8,934.00
3	<p>13-inch MacBook Air – Space Gray (5-pack) Part Number: Z0XE Configuration:</p> <ul style="list-style-type: none"> • 065-C7Q1 1.6GHz dual-core 8th-generation Intel Core i5 processor, Turbo Boost up to 3.6GHz • 065-C7QK Intel UHD Graphics 617 • 065-C7Q3 16GB 2133MHz LPDDR3 memory 	5	\$1,159.00	\$5,795.00

- 065-C7Q4 128GB PCIe-based SSD
- 065-C7Q1 Force Touch Trackpad
- 065-C7QM Two Thunderbolt 3 Ports
- 065-C7QN Touch ID
- 065-C7QP Retina Display
- 065-C71L Backlit Keyboard (US English)

4 **13-Inch MacBook Air - Space Gray** 2 \$1,179.00 \$2,358.00

Part Number: Z0X1

Configuration:

- 065-C7Q1 1.6GHz dual-core 8th-generation Intel Core i5 processor, Turbo Boost up to 3.6GHz
- 065-C7QK Intel UHD Graphics 617
- 065-C7Q3 16GB 2133MHz LPDDR3 memory
- 065-C7Q4 128GB PCIe-based SSD
- 065-C7Q1 Force Touch Trackpad
- 065-C7QM Two Thunderbolt 3 Ports
- 065-C7QN Touch ID
- 065-C7QP Retina Display
- 065-C71L Backlit Keyboard (US English)

Edu List Price Total	\$26,385.00
- Additional Tax	\$0.00
- Estimated Tax	\$0.00
Extended Total Price*	\$26,385.00

*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2205766187. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)

CROSS

Apple Inc. Education Price Quote

Customer: Melody Troxler
CITY OF NEW HAVEN BOARD OF
EDUC
email: melody.troxler@new-
haven.k12.ct.us

Apple Inc: Howie Horvath
One Apple Park Way
Cupertino, CA 95014
Phone: +1-203-7210422
email: hhorvath@apple.com

Apple Quote: 2205769894

Quote Date: Thursday, September 19, 2019

Quote Valid Until: Saturday, October 19, 2019

Quote Comments:
Please reference Apple Quote number on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	INCASE NYLON SLEEVE MBP13 USBC BLK-ZML Part Number: HMVX2ZM/A	7	\$49.95	\$349.65
2	Incase 13" Hardshell Case for MacBook Air with Retina Display - Black Part Number: HMWF2ZM/A	7	\$49.95	\$349.65
3	Magic Keyboard with Numeric Keypad - US English - Silver Part Number: MQ052LL/A	3	\$129.00	\$387.00

Edu List Price Total	\$1,086.30
- Additional Tax	\$0.00
- Estimated Tax	\$0.00
Extended Total Price*	\$1,086.30

*In most cases Extended Total Price does not include Sales Tax
*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2205769894. Please contact your institution's Authorized Purchaser to

MEMORANDUM

To: Finance and Operations Committee

From: Michael J. Pinto, COO

Re: F&O Agenda Item Request/Approval
Purchase Order for audio visual equipment to HB Communications

Meeting Date: October 10, 2019

Executive Summary:

I am requesting approval of a Purchase Order under Master Agreement #SO-19114 with CT State Colleges and Universities, to HB Communications, 60 Dodge Ave., North Haven, CT for the purchase of audio-visual equipment for Barnard, Brennan/Rogers, Hillhouse, Nathan Hale, and Wilbur Cross schools.

Amount of Agreement and Daily, Hourly, or Per Session Cost: An amount not to exceed \$370,799.00

Funding Source: 2019-2020 IT Capital Projects

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals:**
Over the years, audio-visual equipment has an increasing role in our education model. With the Internet providing curricular streaming content, our students will benefit from the supplemental material teachers can find that aligns with their curriculum.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
HB Communications is a local company and has provided services to the district over the past two decades. Customer service is their number one priority. There has been numerous times where they provide complementary equipment and services after a completed installation.
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**

This is a state contract purchase and the equipment being purchased has an agreed upon price.

Quotes from vendor are attached by school.

HB COMMUNICATIONS, INC		MASTER AGREEMENT #SO-19114	
WITH CT STATE COLLEGES AND UNIVERSITIES			
SCHOOL	DESCRIPTION	QUANTITY	TOTAL
Barnard School	Replace Projectors	38	\$ 92,731.00
Brennan/Rogers School	Video Editing equipment	1	\$ 6,550.00
	Repair Gym Projector	1	\$ 3,184.00
	Replace/Repair Projectors	27	\$ 52,629.00
Hillhouse High School	Replace Projectors	68	\$ 157,929.00
Nathan Hale	Projectors & Interactive boards	8	\$ 29,587.00
Wilbur Cross High School	Video Editing equipment	1	\$ 6,550.00
	Replace Projectors	7	\$ 21,639.00
GRAND TOTAL:			\$ 370,799.00

MASTER AGREEMENT

between

**Connecticut State Colleges and Universities on behalf of Connecticut State University System,
the Community-Technical Colleges, and
Charter Oak State College**

and

HB Communications, Inc.

This Master Agreement ("Contract"), is entered into by and between the **Connecticut State Colleges and Universities**, a constituent unit of the State of Connecticut System of Higher Education, with an address of 61 Woodland Street, Hartford, Connecticut 06105 (hereinafter "CSCU" or the "Institution"), and **HB Communications, Inc.** (hereinafter "HBC" or "Contractor"), with a principal place of business at 60 Dodge Avenue, North Haven, CT 06473, to provide Information Technology Solutions including Hardware, Software, Supplies and Services.

1. TERM OF THE AGREEMENT

This Contract shall become effective only as of the date of signature by Institution's authorized officials and, the date of approval by the Office of the Attorney General (OAG), if applicable, whichever occurs last, and shall continue in effect until August 31, 2024 unless terminated earlier in accordance with the terms of Section 8.6 below. This Contract may be extended for up to five (5) additional extensions of one (1) year each, or parts thereof, to a maximum final expiration date of August 31, 2029, by written contract amendment(s) signed by the parties hereto and approved by the OAG when applicable.

2. PROCUREMENT ENTITIES

2.1 This Contract or Master Agreement is awarded consequent to RFP CSCU-1902 ("the RFP"), which was jointly issued by CSCU together the University of Connecticut ("UConn"). All Constituent Units of the State of Connecticut System of Higher Education may purchase products and/or services within the delimitations of the Agreement. The descriptions of the CSCU institutions are on Appendix B of this Contract.

2.2 Definition: Procurement Entity. For purposes of this Contract, "Procurement Entity" refers to any individual agency, educational institution, or other entity purchasing goods and/or services under the terms of this Contract.

2.3 Addition Procurement Entities. At Contractor's discretion, this Contract may be extended to public schools, municipalities, agencies or political subdivisions of the State of Connecticut, and quasi-public procurement units of the State, as well as any member institution of the Connecticut Colleges Purchasing Group (CCPG). In accordance with CGS 4a-53(b), Connecticut executive branch agencies must obtain authorization from the Department of Administrative Services/Procurement Division for the use of this Contract.

2.4 Policies. All services must be delivered within the governance of the CSCU Information Technology policies as found at <http://www.ct.edu/it/policy>. Non-CSCU participating Procurement Entities, including but not limited to UConn, may have their own respective policies, governance of which shall apply to services conducted by the Contractor for and at such respective entity, and may require Contractor to adhere to certain standards in compliance with such policies.

2.5 Financial Responsibility. CSCU shall not be financially responsible for payment of any other Procurement Entity's purchase of goods and/or services.

1432 Main Street
 Waltham, Massachusetts 02451
 phone 781.890.6046
 fax 781.890.6048

60 Dodge Avenue
 North Haven, Connecticut 06473
 phone 203.234.9246
 fax 203.234.2013

600 Corporate Court
 South Plainfield, NJ 07080
 phone 908.654.3600
 fax 908.654.9273

1.800.243.4414
 www.hbcommunications.com

Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party Barnard School Attn: Larry McDonnell 170 Derby Avenue New Haven CT 06519

Document Number	20116448
Document Date	08/13/2019
Customer No.	601693
Validity End Date	09/13/2019
Salesperson	ANDERSON, JAMES JR.
Distribution Channel	01
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL
	475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	13.096 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACT SO-13-15 & SO-19114			
	** ALL CLASSROOMS **			
10	VIVITEK CORP DW886 1280 x 800 WXGA DLP Projector Standard Throw 3800 Lumens, 6.8 lbs, 5 Year Warranty	38.00 EA	797.00	30,286.00
20	CHIEF MANUFACTURING CMS-440 Speed-Connect - Above Tile Suspended Ceiling Kit	38.00 EA	100.00	3,800.00
30	CHIEF MANUFACTURING RPMAUW Universal Projector Ceiling Mount Bracket - White	38.00 EA	160.00	6,080.00
40	CHIEF MANUFACTURING CMS0203W Chief Adjustable 1.5", 2-3 ft pipe	15.00 EA	125.00	1,875.00
50	CHIEF MANUFACTURING CMS-0305W Adj Extension Column White	10.00 EA	145.00	1,450.00
60	CHIEF MANUFACTURING CMS012018W 12" - 18" Adjustable Pipe - White	13.00 EA	100.00	1,300.00
70	CABLES TO GO 41366 35' Active High Speed HDMI Cable CL3 Rated	38.00 EA	75.00	2,850.00

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fax 781.890.6048

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fax 203.234.2013

600 Corporate Court
South Plainfield, NJ 07080
phone 908.654.3600
fax 908.654.9273

1.800.243.4414
www.hbcommunications.com

Information	
Document Number	20116448
Document Date	08/13/2019

Item	Material/Description	Quantity	Unit Price	Amount
80	CABLES TO GO 41367 50ft Active High Speed HDMI Cable In-Wall, CL3-Rated	38.00 EA	95.00	3,610.00
90	CABLES TO GO 39710 C2G, HDMI Wall Plate 39710	76.00 EA	25.00	1,900.00
100	CABLES TO GO 03725 CABLES TO GO SINGLE GANG DECORA WALLPLATE WHT	76.00 EA	2.00	152.00
110	WISE COMPONENTS, INC JB1DWH-A Panduit Deep Junction Box	76.00 EA	15.00	1,140.00
120	WISE COMPONENTS, INC LD10WH6-A 6' Section Panduit Latched Raceway	220.00 EA	20.00	4,400.00
130	WISE COMPONENTS, INC CP10WH-X Coupling	120.00 EA	3.00	360.00
140	WISE COMPONENTS, INC RAFC10WH-X Angle	76.00 EA	4.00	304.00
150	WISE COMPONENTS, INC TFC10WH-X T Fitting	38.00 EA	38.00	1,444.00
160	COMPREHENSIVE VIDEO HDMIMM6FT HDMI M-M cable 1.3 cat 2 6FT HDMIMM6FT	38.00 EA	15.00	570.00
170	COMPREHENSIVE VIDEO HDMIMM12FT HDMI M-M cable 1.3 cat 2 12FT	38.00 EA	20.00	760.00
180	HB COMMUNICATIONS LABOR	350.00 H	87.00	30,450.00

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fax 908.654.9273

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Information	
Document Number	20116448
Document Date	08/13/2019

Item	Material/Description	Quantity	Unit Price	Amount
	Labor to install Vivitek WXGA Standard Throw Projector along with new ceiling mounting bracket & hardware. Each projector will be mounted approximately 9' away from the dry erase board in each the classroom. The image will project onto the dry erase board. Install two HDMI cables from the projector to new wall plates. One wall plate will be installed near the teachers desk for use with their Chromebook. The 2nd wall plate will be installed under the dry erase board, either to the left of right of the image for student connectivity. The 20W built in speakers on the projector will be used for classroom audio support. Pricing does not include any electrical work. Pricing includes misc materials, project management & prep.			
			Sub Total	92,731.00
			Total Amount	\$ 92,731.00



Brennan-Rogers Magnet School

The Art of Media & Communication

199 Wilmot Road (Pre K-3rd) • New Haven, CT 06515 • Tel: (475) 220-2250 • Fax: (203) 946-5404
200 Wilmot Road (4th -8th) • New Haven, CT 06515 • Tel: (475) 220-2200 • Fax: (203) 946-7516

Mrs. Laura A. Roblee
Principal
475.220.2210
Laura.roblee@new-
haven.k12.ct.us

Ms. Karissa Stolzman
Assistant Principal
475.220.2211
Karissa.Stolzman@new-
haven.k12.ct.us

To: Whom It May Concern
From: Mrs. Laura Roblee, Principal
Date: September 20, 2019
RE: Purchase Order Justification for LCD Projectors

Please accept the attached purchase order for LCD projectors for both the Upper and Lower School buildings of Brennan Rogers. The current ceiling mounted LCD projectors are approximately 8-10 years old and many have stopped working due to age. Teachers use them daily as a support to daily lessons and to be used with smart or eno boards. These technology devices allow for an interactive classroom where students are able to interact and present to class. They also will assist teachers in carrying out our media and communications magnet theme and to prepare for the annual city-wide Curriculum Fair. The purchase of this technology will assist and support our goal in preparing students for college, career and life ready.

Thank you in advance for supporting the positive academic progress of our students.





Brennan-Rogers Magnet School

The Art of Media & Communication

199 Wilmot Road (Pre K-3rd) • New Haven, CT 06515 • Tel: (475) 220-2250 • Fax: (203) 946-5404
200 Wilmot Road (4th-8th) • New Haven, CT 06515 • Tel: (475) 220-2200 • Fax: (203) 946-7516

Mrs. Laura A. Roblee
Principal
475.220.2210
Laura.roblee@new-
haven.k12.ct.us

Ms. Karissa Stolzman
Assistant Principal
475.220.2211
Karissa.Stolzman@new-
haven.k12.ct.us

To: Whom It May Concern
From: Mrs. Laura Roblee, Principal
Date: September 20, 2019
RE: Purchase Order Justification for Media Console

Please accept the attached purchase order for a media console to be used by our teachers and Library Media Specialist to assist students with digital video editing. Our magnet theme of media and communications allows students to plan, create and edit videos, PSA's, projects and more. Since our current equipment is out of date and inoperable due to age, this media console will allow students to create videos using a camera and our current Apple Lab equipment to complete the Expeditionary Learning component of our curriculum. The purchase of this technology will assist and support our goal in preparing students for college, career and life ready.

Thank you in advance for supporting the positive academic progress of our students.

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North Haven, Connecticut 06473
phone 203.234.9246
fax 203.234.2013

600 Corporate Court
South Plainfield, NJ 07080
phone 908.654.3600
fax 908.654.9273

1.800.243.4414
www.hbcommunications.com

Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party Brennan Rogers School Attn: Larry McDonnell 200 Wilmot Road New Haven CT 06519

Document Number	20116200
Document Date	07/29/2019
Customer No.	601693
Validity End Date	08/29/2019
Salesperson	ANDERSON, JAMES JR.
Distribution Channel	06
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL
	475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	0.269 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACT SO-13-15 & SO-19114			
10	PANASONIC AG-AC30PJ AVCCAM Palm Camcorder	2.00 EA	1,249.00	2,498.00
20	MANFROTTO MVKBFR-LIVEUS Befree live fluid video head w befree aluminum tripod system	2.00 EA	243.00	486.00
30	COMPREHENSIVE VIDEO HDMIMM25FT HDMI M-M cable 1.3 cat 2 25FT HD-HD-25 epro	2.00 EA	25.00	50.00
40	SHURE BLX14R/W85 Lavalier Wireless System includes 1 WL185 Lavalier Microphone	1.00 EA	375.00	375.00
50	SHURE BLX24/SM58 Single Channel Handheld System Includes: (1) BLX4 Single Channel Wireless Receiver (1) BLX2/SM58 Handheld Transmitter (1) PS23US Power Supply (1) Microphone Clip (2) AA Batteries	1.00 EA	325.00	325.00
60	RHC HOLDING SMM3 Xlr Male To Fem 3Ft	2.00 EA	10.00	20.00
70	ROLAND CORP	1.00 EA	2,495.00	2,495.00



Powering ideas.

Quotation

1432 Main Street
Waltham, Massachusetts 02451
phone 781.890.6046
fax 781.890.6048

60 Dodge Avenue
North Haven, Connecticut 06473
phone 203.234.9246
fax 203.234.2013

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phone 908.654.3600
fax 908.654.9273

1.800.243.4414
www.hbcommunications.com

Information	
Document Number	20116200
Document Date	07/29/2019

Item	Material/Description	Quantity	Unit Price	Amount
	VR-4HD HD AV Mixer 4 Channel With Stream Record			
80	DELKIN DEVICES DDSDPRO3-32GB Secure Digital - PRO3 Class 10 163X 32GB SDHC Memory Card	4.00 EA	30.00	120.00
90	CABLES TO GO 54174 2m USB 3.0 AM-BM CBL BLK	1.00 EA	12.00	12.00
100	SONY MDR-7506 Headphones	1.00 EA	99.00	99.00
110	JIREH SUPPLIES INC PG3BK Gaffer Tape 3" Black	2.00 EA	35.00	70.00
			Sub Total	<u>6,550.00</u>
			Total Amount	<u>\$ 6,550.00</u>

Signature _____ Date _____

1432 Main Street
Waltham, Massachusetts 02451
phone 781.890.6046
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www.hbcommunications.com

Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party Brennan / Rogers School Attn: Laura Robilee 200 Wilmot Road New Haven CT 06515

Document Number	20116298
Document Date	08/02/2019
Customer No.	601693
Validity End Date	09/02/2019
Salesperson	ANDERSON, JAMES JR.
Distribution Channel	01
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL
	475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	0.225 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACT SO-13-15 & SO-19114			
	** GYM **			
10	CABLES TO GO 41369 100' Active HDMI Cable CL3 Rated	1.00 EA	225.00	225.00
20	BARCO INC R9861520NA CSE-200 CSE-200 Wireless Presentation System	1.00 EA	1,547.00	1,547.00
30	COMPREHENSIVE VIDEO HDMIMM6FT HDMI M-M cable 1.3 cat 2 6FT HDMIMM6FT	1.00 EA	20.00	20.00
40	HB COMMUNICATIONS LABOR Labor to replace damaged HDMI cable and install HDMI new cabling. Install Barco Wireless presentation system for use within the gym. New Haven BOE to provide a lift for the HB technicians to access the cabling currently installed in the beams in the gym. Pricing includes misc materials, project mangement and prep.	16.00 H	87.00	1,392.00
			Sub Total	3,184.00
			Total Amount	\$ 3,184.00

1432 Main Street
Waltham, Massachusetts 02451
phone 781.890.6046
fax 781.890.6048

60 Dodge Avenue
North Haven, Connecticut 06473
phone 203.234.9246
fax 203.234.2013

600 Corporate Court
South Plainfield, NJ 07080
phone 908.654.3600
fax 908.654.9273

1.800.243.4414
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Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party Brennan / Rogers School Attn: Laura Robilee 200 Wilmot Road New Haven CT 06515

Document Number	20116281
Document Date	08/02/2019
Customer No.	601693
Validity End Date	09/02/2019
Salesperson	ANDERSON, JAMES JR.
Distribution Channel	06
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL
	475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	6.526 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACTS SO-13-15 & SO-19114			
	** ALL CLASSROOMS UPPER & LOWER SCHOOL **			
10	VIVITEK CORP DW884ST 1280 x 800 WXGA Short Throw DLP Projector 3600 Lumens, 7.15 lbs, .52:1 Lens, 5 Year Warranty	23.00 EA	897.00	20,631.00
20	VIVITEK CORP DX883ST 1024 x 768 XGA Short Throw DLP Projector 3300 Lumens, 7.15 lbs, 5 Year Warranty	4.00 EA	847.00	3,388.00
30	VIVITEK CORP D757WT 1280 x 800 WXGA Ultra Short Throw DLP Projector 3300 Lumens, 11 lbs, 5 Year Warranty, Wall Mount Brkt	2.00 EA	1,097.00	2,194.00
40	CABLES TO GO 41412 15' Active HDMI Cable In Wall CL3 Rated	23.00 EA	65.00	1,495.00
50	CABLES TO GO 41413 25' Active High Speed HDMI Cable In Wall CL3 Rated	10.00 EA	75.00	750.00
60	CABLES TO GO 41367 30R Active High Speed HDMI Cable In-Wall, CL3-Rated	2.00 EA	95.00	190.00
70	CABLES TO GO 41368	2.00 EA	145.00	290.00

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Information

Document Number 20116281
Document Date 08/02/2019

Item	Material/Description	Quantity	Unit Price	Amount
80	75ft Active High Speed HDMI Cable In-Wall, CL3-Rated CABLES TO GO 39710 C2G, HDMI Wall Plate	37.00 EA	25.00	925.00
90	39710 CABLES TO GO 03725 CABLES TO GO SINGLE GANG DECORA WALLPLATE WHT	37.00 EA	2.00	74.00
100	WISE COMPONENTS, INC JB1DWH-A Panduit Deep Junction Box	37.00 EA	15.00	555.00
110	SONY LMP-E212 Replacement Lamp for VPL-SX/SW536 & E Series Projectors	9.00 EA	149.00	1,341.00
120	COMPREHENSIVE VIDEO HDMIMM6FT HDMI M-M cable 1.3 cat 2 6FT HDMIMM6FT	14.00 EA	15.00	210.00
130	COMPREHENSIVE VIDEO HDMIMM12FT HDMI M-M cable 1.3 cat 2 12FT	23.00 EA	20.00	460.00
140	HB COMMUNICATIONS LABOR Labor to replace all Mitsubishi projectors with new Vivitek WXGA and XGA short throw projectors. Install Sony replacement lamps in 9 projectors. Install new HDMI cabling and wall plate in all classrooms in the Upper School only. New HDMI cabling will be provided for connection to the new wall plates. Pricing includes misc materials, project management and prep.	208.00 H	87.00	18,096.00
150	WISE COMPONENTS, INC LD10WH6-A 6' Section Panduit Latched Raceway	80.00 EA	20.00	1,600.00
160	WISE COMPONENTS, INC CF10WH-X Coupling	50.00 EA	3.00	150.00
170	WISE COMPONENTS, INC TFC10WH-X	20.00 EA	4.00	80.00

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Information	
Document Number	20116281
Document Date	08/02/2019

Item	Material/Description	Quantity	Unit Price	Amount
180	T Fitting WISE COMPONENTS, INC RAFC10WH-X Angle	50.00 EA	4.00	200.00
			Sub Total	52,629.00
			Total Amount	\$ 52,629.00

Hillhouse

Greetings,

This purchase is supplemental equipment that will support our low achieving students to improve reading comprehension at James Hillhouse. Presently, Hillhouse has 205 students in 9th grade and 171 in 10th grade are basic and below on the Reading Inventory. Hillhouse wants to purchase computers to improve their reading intervention classes. Due to the large number of students who need intervention Hillhouse needed to create more intervention classrooms which needs computers.

The projectors at Hillhouse were purchased 10 years ago and there are projectors that are failing due to usage. They need to be replaced in order for teachers to continue to engage students.

Glen Worthy
Principal
James Hillhouse High School

1432 Main Street
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Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party James Hillhouse High School Attn: Larry McDonnell 480 Sherman Parkway New Haven CT 06519

Document Number	20116136
Document Date	07/24/2019
Customer No.	601693
Validity End Date	08/24/2019
Salesperson	Alves, Gui
Distribution Channel	01
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL
	475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	32.687 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACTS SO-13-15 & SO-19114			
	** ALL ROOMS **			
10	VIVITEK CORP DW884ST 1280 x 800 WXGA Short Throw DLP Projector 3600 Lumens, 7.15 lbs, .52:1 Lens, 5 Year Warranty	62.00 EA	897.00	55,614.00
20	VIVITEK CORP DX883ST 1024 x 768 XGA Short Throw DLP Projector 3300 Lumens, 7.15 lbs, 5 Year Warranty	6.00 EA	847.00	5,082.00
30	CABLES TO GO 41412 15' Active HDMI Cable In Wall CL3 Rated	96.00 EA	65.00	6,240.00
40	CABLES TO GO 41413 25' Active High Speed HDMI Cable In Wall CL3 Rated	36.00 EA	75.00	2,700.00
50	CABLES TO GO 41366 35' Active High Speed HDMI Cable CL3 Rated	31.00 EA	85.00	2,635.00
60	CABLES TO GO 41367 50ft Active High Speed HDMI Cable In-Wall, CL3-Rated	11.00 EA	95.00	1,045.00
70	CABLES TO GO 39710	167.00 EA	25.00	4,175.00



Powering ideas.

Quotation

1432 Main Street
Waltham, Massachusetts 02451
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Information	
Document Number	20116136
Document Date	07/24/2019

Item	Material/Description	Quantity	Unit Price	Amount
	C2G, HDMI Wall Plate			
	39710			
80	CABLES TO GO	167.00 EA	2.00	334.00
	03725 CABLES TO GO			
	SINGLE GANG DECORA WALLPLATE WHT			
90	CABLES TO GO	7.00 EA	100.00	700.00
	60117			
	RapidRun® VGA + 3.5mm Audio Double Gang Wall Plate with HDMI Pass Through + One Keystone			
100	CABLES TO GO	7.00 EA	1.00	7.00
	03820			
	Blank Snap In Keystone Module			
110	WISE COMPONENTS, INC	7.00 EA	20.00	140.00
	JBP2DWH			
	2 Gang Panduit Deep Box - White			
120	WISE COMPONENTS, INC	80.00 EA	15.00	1,200.00
	JB1DWH-A			
	Panduit Deep Junction Box			
130	CABLES TO GO	7.00 EA	20.00	140.00
	60048			
	1.5ft RapidRun® VGA (HD15) + 3.5mm Flying Lead			
140	CABLES TO GO	5.00 EA	60.00	300.00
	60003			
	25' Rapid Run Cable Orange Series			
150	CABLES TO GO	2.00 EA	65.00	130.00
	60004			
	35' Rapid Run Multi Format Orange Cable			
160	CABLES TO GO	85.00 EA	75.00	6,375.00
	39967			
	2-port UXGA Monitor Splitter/Extender W/ 3.5mm Audio			
170	SONY	17.00 EA	149.00	2,533.00
	LMP-E212			
	Replacement Lamp for VPL-SX/SW536 & E Series Projectors			
180	CABLES TO GO	85.00 EA	25.00	2,125.00
	50225			
	6' VGA Cable M/M With 3.5mm Audio			

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Information	
Document Number	20116136
Document Date	07/24/2019

Item	Material/Description	Quantity	Unit Price	Amount
190	CABLES TO GO 50227 15ft Select VGA + 3.5mm A/V Cable M/M	85.00 EA	30.00	2,550.00
200	CHIEF MANUFACTURING WM230AUS Short Throw Wall Mount Bracket with Projector Mount 30" - 54" Adjustable Arm with 16" Lateral Shift	2.00 EA	349.00	698.00
210	CABLES TO GO 14719 25' Power Cord	7.00 EA	15.00	105.00
220	TECNEC RPD4-10 10' Rubber Duct Protector	1.00 EA	52.00	52.00
230	COMPREHENSIVE VIDEO HDMIMM12FT HDMI M-M cable 1.3 cat 2 12FT	85.00 EA	20.00	1,700.00
240	CHIEF MANUFACTURING 3090-002009-308 Wall Bracket Top Cover for WM230AUS	4.00 EA	8.00	32.00
250	CHIEF MANUFACTURING 3090-002010-308 Wall Bracket Bottom Cap for WM230AUS	4.00 EA	8.00	32.00
260	CHIEF MANUFACTURING RPMAUW Universal Projector Ceiling Mount Bracket - White	1.00 EA	160.00	160.00
270	CHIEF MANUFACTURING CMS006W Fixed pipe 6"	1.00 EA	15.00	15.00
280	POLYVISION M5540-084 POLYVISION 4' x 8' Markerboard Ceramicsteel Writing Surface	1.00 EA	400.00	400.00
290	CHIEF MANUFACTURING SSMUS Universal Interface Mounting Bracket - Silver	5.00 EA	115.00	575.00
300	WISE COMPONENTS, INC	500.00 EA	20.00	10,000.00

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Information	
Document Number	20116136
Document Date	07/24/2019

Item	Material/Description	Quantity	Unit Price	Amount
310	LD10WH6-A 6' Section Panduit Latched Raceway WISE COMPONENTS, INC	250.00 EA	3.00	750.00
320	CF10WH-X Coupling WISE COMPONENTS, INC	50.00 EA	4.00	200.00
330	TFC10WH-X T Fitting WISE COMPONENTS, INC	200.00 EA	4.00	800.00
340	RAF10WH-X Angle WISE COMPONENTS, INC	20.00 EA	2.00	40.00
350	OCF10WHX PANDUIT <ADDITIONAL DESCRIPTION > GRAYBAR ELECTRIC	20.00 EA	3.00	60.00
360	ICF10WH-X Electrical Panduit w/ht duct inside cor HB COMMUNICATIONS LABOR Labor to replace all Mitsubishi projectors with new Vivitek WXGA and XGA short throw projectors. Install Sony replacement lamps in 14 projectors. 3 Lamps will be used at a later time. Install new HDMI cabling and wall plate in all classrooms. Install new VGA, HDMI and wall plate in 7 classrooms. Install VGA Distribution amplifier in all classrooms. New VGA and HDMI cabling will be provided for connection to the new wall plates. Pricing includes misc materials, project management and prep. Prevailing Wage applies to this project.	540.00 H	87.00	46,980.00
370	COMPREHENSIVE VIDEO HDMIMM6FT HDMI M-M cable 1.3 cat 2 6FT HDMIMM6FT	87.00 EA	15.00	1,305.00
			Sub Total	157,929.00
			Total Amount	\$ 157,929.00

Memo

To: Larry McDonnell, IT

From: Tara Cass, Principal

cc: Phyllis Voira, Computer Technology Teacher

Date: 9/15/2019

Re: Technology Justification at Nathan Hale

This memorandum is to serve as the justification letter for technology needs at Nathan Hale School. Since the onset of my tenure at Nathan Hale School, there have been slow and incremental technology upgrades to the school.

At the very basic level, our SPMT and BLDT met to discuss the issues of technology at the school. We decided through consensus that each teacher—in order to support student learning, accommodations, and modifications—that a smart board would be essential in supporting the classroom teaching. This way, teachers are able to save anchor charts, class notes, and daily objectives to support learning. Furthermore, the access to projectors and white board screens would support a multi-modal learning experience for students. For the last seven year, I have been able to purchase 3-5 boards every year. We are still short 8-10 Eno boards for our classrooms. Due to room changes and other class moves, there are teachers with previous access who currently do not have access. We still have chalkboards in some rooms, white boards, and some smart boards throughout the building.

In addition, our PTO has funded two Chrome Book Carts for our school. This is the only student technology accessible for students aside from our lab which is used for classroom and specials. We discussed that a one-to-one classroom access for our middle school is a start to support classroom technology, online portfolios, and district and state assessments.

Lastly, in order to support our goals as a school on online portfolios and technology competencies, we would need teachers to have computers issued by the school to support the work and professional development needed to ensure a 21st century competent teaching and learning environment.

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Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party Nathan Hale School Attn: Michele Cappiello 480 Townsend Avenue New Haven CT 06512

Document Number	20115989
Document Date	07/16/2019
Customer No.	601693
Validity End Date	08/16/2019
Salesperson	CoFrancesco, Joe
Distribution Channel	01
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	MICHELE CAPIELLO
	475.220.4200
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	3.292 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT STATE CONTRACTS SO-13-15 & SO-19114			
	** ROOMS A306, B316, B317 & B305 **			
10	POLYVISION ENO2610A 4' x 6' Eno Interactive Whiteboard Pattern A	5.00 EA	0.00	0.00
20	POLYVISION ENO2810A 4' x 8' Eno Interactive Whiteboard Pattern A	3.00 EA	1,897.00	5,691.00
30	SONY VPL-SX236 1024 x 768 XGA Short Throw LCD Projector 3300 Lumens, 9.7 lbs	3.00 EA	797.00	2,391.00
35	VIVITEK CORP DX883ST 1024 x 768 XGA Short Throw DLP Projector 3300 Lumens, 7.15 lbs, 5 Year Warranty	2.00 EA	897.00	1,794.00
40	VIVITEK CORP DW884ST 1280 x 800 WXGA Short Throw DLP Projector 3600 Lumens, 7.15 lbs, .52:1 Lens, 5 Year Warranty	3.00 EA	997.00	2,991.00
50	CHIEF MANUFACTURING WM230AUS Short Throw Wall Mount Bracket with Projector Mount 30" - 54" Adjustable Arm with 16" Lateral Shift	8.00 EA	349.00	2,792.00

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Information	
Document Number	20115989
Document Date	07/16/2019

Item	Material/Description	Quantity	Unit Price	Amount
60	PB3-ENO 2810 MOUNTING BRACKET FOR ENO2810	8.00 EA	200.00	1,600.00
70	POLYVISION ENOPLAY140 Eno Play Audio System	8.00 EA	200.00	1,600.00
80	CABLES TO GO 14719 25' Power Cord	8.00 EA	15.00	120.00
90	CHIEF MANUFACTURING CMS009W Fixed pipe 9" white	8.00 EA	30.00	240.00
100	CHIEF MANUFACTURING 1200-002099-004 Adapter Plate for use with WM Series Wall Mount	8.00 EA	15.00	120.00
110	CABLES TO GO 60117 RapidRun® VGA + 3.5mm Audio Double Gang Wall Plate with HDMI Pass Through + One Keystone	8.00 EA	100.00	800.00
120	CABLES TO GO 03820 Blank Snap In Keystone Module	8.00 EA	1.00	8.00
130	CABLES TO GO 60048 1.5ft RapidRun® VGA (HD15) + 3.5mm Flying Lead	8.00 EA	20.00	160.00
140	CABLES TO GO 60004 35' Rapid Run Multi Format Orange Cable	8.00 EA	65.00	520.00
150	CABLES TO GO 41366 35' Active High Speed HDMI Cable CL3 Rated	8.00 EA	75.00	600.00
160	CABLES TO GO 39967 2-port UXGA Monitor Splitter/Extender W/ 3.5mm Audio	8.00 EA	75.00	600.00
170	CABLES TO GO 50227 15ft Select VGA + 3.5mm A/V Cable M/M	8.00 EA	30.00	240.00

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Information	
Document Number	20115989
Document Date	07/16/2019

Item	Material/Description	Quantity	Unit Price	Amount
180	CABLES TO GO 50225 6' VGA Cable M/M With 3.5mm Audio	8.00 EA	25.00	200.00
190	COMPREHENSIVE VIDEO HDMIMM12FT HDMI M-M cable 1.3 cat 2 12FT	8.00 EA	20.00	160.00
200	HB COMMUNICATIONS LABOR Labor to install (2) Polyvision 4' x 8' & (2) Polyvision 4' x 6' eno interactive whiteboard over existing chalkboards and or dry erase boards using over whiteboard mounting brackets. Install Sony XGA Short Throw LCD Projector along with universal wall arm mount directly above each IWB. Install cabling from projector to wall plate. Location of wall plate will be near each teachers desk. EnoPlay Audio system to be installed behind each IWB for additional audio support for within the classroom. Pricing does not include any electrical work. Pricing includes travel time, misc materials & project management.	80.00 H	87.00	6,960.00
			Sub Total	29,587.00
			Total Amount	\$ 29,587.00



Edith Johnson
Principal

WILBUR L. CROSS HIGH SCHOOL

181 Mitchell Drive. New Haven. CT 06511

(475) 220-7400
Fax (203) 946-6932

Memorandum

To: Dr. Carol D. Birks, Superintendent

From: Edith Johnson, Principal

Subject: Technology Justification

Date: September 22, 2019

Wilbur L. Cross High School is the largest high school in the district. Over the last 5 years we have utilized a grant to purchase, update and maintain our technology needs. These technology purchases will allow our students and staff to continue to teach and learn. Several teachers are working on interdisciplinary project that require updated technology. We also have classrooms that are in need of smartboards, desktops, and technology accessories. The computers in the main office are over 6 years old and need replacing. Our Fine Arts department also need the most updated technology for our mixed media arts and photography courses. Our recording studio arts course is also in need of updated software and accessories the studio.

For the reasons stated above we are requesting approval of the attached purchase orders. Free feel to reach out to me if you have any questions.



New Haven School Change

NEW HAVEN PUBLIC SCHOOLS

-450-

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Waltham, Massachusetts 02451
phone 781.890.6046
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Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party WILBUR CROSS HIGH SCHOOL ATTN: LARRY MCDONNELL 181 MITCHELL DRIVE NEW HAVEN CT 06519

Document Number	20116847
Document Date	09/11/2019
Customer No.	601693
Validity End Date	10/11/2019
Salesperson	ANDERSON, JAMES JR.
Distribution Channel	06
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	LARRY MCDONNELL 475.220.1699
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Beat - Std Ground
Total Weight:	0.269 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT COLLEGE & UNIVERSITIES CONTRACT SO-19114			
10	PANASONIC AG-AC30PJ AVCCAM Palm Camcorder	2.00 EA	1,249.00	2,498.00
20	MANFROTTO MVKBFR-LIVEUS Befree live fluid video head w befree aluminum tripod system	2.00 EA	243.00	486.00
30	COMPREHENSIVE VIDEO HDMIMM25FT HDMI M-M cable 1.3 cat 2 25FT HD-HD-25 epro	2.00 EA	25.00	50.00
40	SHURE BLX14R/W85 Lavalier Wireless System includes 1 WL185 Lavalier Microphone	1.00 EA	375.00	375.00
50	SHURE BLX24/SM58 Single Channel Handheld System Includes: (1) BLX4 Single Channel Wireless Receiver (1) BLX2/SM58 Handheld Transmitter (1) PS23US Power Supply (1) Microphone Clip (2) AA Batteries	1.00 EA	325.00	325.00
60	RHC HOLDING SMM3 Xlr Male To Fem 3Ft	2.00 EA	10.00	20.00
70	ROLAND CORP	1.00 EA	2,495.00	2,495.00

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Information	
Document Number	20116847
Document Date	09/11/2019

Item	Material/Description	Quantity	Unit Price	Amount
80	VR-4HD HD AV Mixer 4 Channel With Stream Record DELKIN DEVICES	4.00 EA	30.00	120.00
90	DDSDPRO3-32GB Secure Digital - PRO3 Class 10 163X 32GB SDHC Memory Card CABLES TO GO	1.00 EA	12.00	12.00
100	54174 2m USB 3.0 AM-BM CBL BLK SONY	1.00 EA	99.00	99.00
110	MDR-7506 Headphones JIREH SUPPLIES INC	2.00 EA	35.00	70.00
	PG3BK Gaffer Tape 3" Black			
			Sub Total	6,550.00
			Total Amount	\$ 6,550.00

Signature _____ Date _____

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Bill-To-Party New Haven BOE Accounts Payable 54 Meadow St New Haven CT 06519
Ship-To-Party WILBUR CROSS HIGH SCHOOL ATTN: MELODY TROXLER 181 MITCHELL DRIVE NEW HAVEN CT 06519

Document Number	20116989
Document Date	09/18/2019
Customer No.	601693
Validity End Date	10/18/2019
Salesperson	CoFrancesco, Joe
Distribution Channel	06
Sales Office	North Haven
Quoted By	Matthew J Rose
Quoted To	MELODY TROXLER
	203.606.2891
Payment Terms	Net 50

Purchase Order No.		Purchase Order Date	
Delivery Terms	DST BEST WAY DEST	Ship Via	Best - Std Ground
Total Weight:	2.353 KG		

Item	Material/Description	Quantity	Unit Price	Amount
	PRICING INCLUDES DELIVERY			
	PRICING REFLECTS THE CT COLLEGE & UNIVERSITIES CONTRACT 30-19114			
	** ROOMS E206, A203, B215, B317, B316, C101 & C102 **			
10	VIVITEK CORP DW884ST 1280 x 800 WXGA Short Throw DLP Projector 3600 Lumens, 7.15 lbs, .52:1 Lens, 5 Year Warranty	7.00 EA	997.00	6,979.00
20	CHIEF MANUFACTURING WM230AUS Short Throw Wall Mount Bracket with Projector Mount 30" - 54" Adjustable Arm with 16" Lateral Shift	7.00 EA	349.00	2,443.00
30	CHIEF MANUFACTURING WMA16 Wall Cover Accessory	7.00 EA	30.00	210.00
40	CABLES TO GO 14719 25' Power Cord	7.00 EA	15.00	105.00
50	CABLES TO GO 60117 RapidRun® VGA + 3.5mm Audio Double Gang Wall Plate with HDMI Pass Through + One Keystone	7.00 EA	100.00	700.00
60	CABLES TO GO 03820 Blank Snap In Keystone Module	7.00 EA	1.00	7.00
70	CABLES TO GO 60048	7.00 EA	20.00	140.00

1432 Main Street
Waltham, Massachusetts 02451
phone 781.890.6046
fax 781.890.6048

60 Dodge Avenue
North Haven, Connecticut 06473
phone 203.234.9246
fax 203.234.2013

600 Corporate Court
South Plainfield, NJ 07080
phone 908.654.3600
fax 908.654.9273

1.800.243.4414
www.hbcommunications.com

Information	
Document Number	20116989
Document Date	09/18/2019

Item	Material/Description	Quantity	Unit Price	Amount
80	1.5ft RapidRun® VGA (HD15) + 3.5mm Flying Lead CABLES TO GO 60004	1.00 EA	75.00	75.00
90	35' Rapid Run Multi Format Orange Cable CABLES TO GO 60003	6.00 EA	60.00	360.00
100	25' Rapid Run Cable Orange Series CABLES TO GO 41413	6.00 EA	65.00	390.00
110	25' Active High Speed HDMI Cable In Wall CL3 Rated CABLES TO GO 41366	6.00 EA	85.00	510.00
120	35' Active High Speed HDMI Cable CL3 Rated WISE COMPONENTS, INC JBP2DWH	7.00 EA	15.00	105.00
130	2 Gang Panduit Deep Box - White CABLES TO GO 50227	7.00 EA	25.00	175.00
140	15ft Select VGA + 3.5mm A/V Cable M/M COMPREHENSIVE VIDEO HDMIMM12FT	7.00 EA	20.00	140.00
150	HDMI M-M cable 1.3 cat 2 12FT HB COMMUNICATIONS LABOR	100.00 H	87.00	8,700.00
160	Labor to remove existing wall mount bracket & projector along with wall mounted Polyvision 4' x 6' eno IWB in 4 classrooms. Install new Vivitek WXGA short throw projector and new wall arm mount in all rooms. Install 6 OFE Polyvision ENOCLICK2850 4' x 8' magnetic IWB onto existing magnetic dry erase board. Install VGA, 3.5mm audio & HDMI wall plate near the teachers desk, to the immediate left or right of the IWB. Install VGA, 3.5mm audio and HDMI cabling from the projector to the wall plate. The 20W built-in speaker on the projector will provide audio support within the classroom. Pricing does not include any electrical work. Pricing includes travel time, misc materials, project management and prep. POLYVISION C-ED-M-084 4X8 Marker Board	1.00 EA	600.00	600.00

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Information	
Document Number	20116989
Document Date	09/18/2019

Item	Material/Description	Quantity	Unit Price	Amount
			Sub Total	21,639.00
			Total Amount	<u>\$ 21,639.00</u>

MEMORANDUM

To: Finance and Operations Committee

From: Michael J. Pinto, COO

Re: F&O Agenda Item Request/Approval
Purchase Order to CDI for Refurbish Desktops for Hillhouse & Cross

Meeting Date: October 10, 2019

Executive Summary:

I am requesting approval of a Purchase Requisition under State Contract #PEPPM 2018 Catalog Agreement to CDI Technologies, 75 Clegg Rd., Markham, ON for the purchase of Refurbished Desktop Computers for Hillhouse and Wilbur Cross high schools.

Amount of Agreement and Daily, Hourly, or Per Session Cost: An amount not to exceed \$82,800.00

Funding Source: 2019-2020 IT Capital Projects

Key Questions:

- 1. Please describe how this service is strategically aligned with school or District goals:**
The schools selected desktops from CDI so the students can use Lexia as part of their literacy assessment.
- 2. Please describe the evidence of effectiveness for this contractor. In addition, how is or will the contractor be evaluated? If a continuation service, what are the results of last year's evaluation?**
CDI provides refurb computers at a discounted price and has provided services to the district over the past decade. They have a state contract
- 3. Why do you believe this agreement is fiscally sound? Include how the contractor was selected (various quotes vs. RFP vs. Sole Source), whether and why the cost has increased over last year (if continuation), and what an alternative might cost.**

This is a state contract purchase and the equipment being purchased has an agreed upon price.

Quote is attached.

CDI	STATE CONTRACT #PEPPM 2018		
	CATALOG AGREEMENT		
SCHOOL	DESCRIPTION	QUANTITY	TOTAL
Hillhouse	Refurb Desktops	200	\$ 55,200.00
Wilbur Cross	Refurb Desktops	100	\$ 27,600.00
GRAND TOTAL:			\$ 82,800.00

Hillhouse

Greetings,

This purchase is supplemental equipment that will support our low achieving students to improve reading comprehension at James Hillhouse. Presently, Hillhouse has 205 students in 9th grade and 171 in 10th grade are basic and below on the Reading Inventory. Hillhouse wants to purchase computers to improve their reading intervention classes. Due to the large number of students who need intervention Hillhouse needed to create more intervention classrooms which needs computers.

The projectors at Hillhouse were purchased 10 years ago and there are projectors that are failing due to usage. They need to be replaced in order for teachers to continue to engage students.

Is this good?

Glen Worthy
Principal
James Hillhouse High School



75 Clegg Rd.
 Markham, ON L6G 1A1
 1-888-226-5727
 cditechnologies.com

Quote

Customer: NEW HAVEN CITY SCHOOL DISTRICT
Contact: Robert Cusson
Quote: 1128065
Date: 27-Aug-2019
Expiry Date: 31-Aug-2019

NICHOLAS GASKAS x3717
 ngaskas@cditechnologies.com

Invoice To:

NEW HAVEN CITY SCHOOL DISTRICT
 Robyn Odei-Ntiri
 54 Meadow Street

 New Haven
 CT, USA 06519
 Phone: 4752201361

Ship To:

NEW HAVEN CITY SCHOOL DISTRICT
 Robert Cusson
 54 Meadow Street

 New Haven
 CT, USA 06519
 Phone: (203) 946-8800

PO Number: Tax Exempt ID: 480772231 Entered By: NICHOLAS GASKAS

No	SKU#	Item Description	Notes	Unit Price	Qty	Ext Price
1		HP,ELITEDESK 800 G1, SFF, I5 4570, 3.2 GHZ, DDR3, 8.0 GB, 240GB SSD, DVD/RW, GB NIC, WIN 10 PRO	5 YEAR WARRANTY INCLUDES IMAGING	\$276.00	200	\$55,200.00
2	118826	Member of PEPPM		\$0.00	1	\$0.00

Terms	Notes
NET 30 DAYS	

Sub-total:	\$55,200.00
Shipping:	\$1,352.03
Tax:	\$0.00
Total:	\$56,552.03

Shipping Method: SELECT CARRIER: **Currency:** US

Leasing for 3-yrs, paid annually, in advance	\$20,318.58
Leasing for 4-yrs, paid annually, in advance	\$15,809.69

Final approval and rental pricing is dependent on a credit review conducted by a CDI preferred leasing partner. Lease structure includes a \$1 purchase option at term of lease.



Edith Johnson
Principal

WILBUR L. CROSS HIGH SCHOOL

181 Mitchell Drive, New Haven, CT 06511

(475) 220-7400
Fax (203) 946-6932

Memorandum

To: Dr. Carol D. Birks, Superintendent

From: Edith Johnson, Principal

Subject: Technology Justification

Date: September 22, 2019

Wilbur L. Cross High School is the largest high school in the district. Over the last 5 years we have utilized a grant to purchase, update and maintain our technology needs. These technology purchases will allow our students and staff to continue to teach and learn. Several teachers are working on interdisciplinary project that require updated technology. We also have classrooms that are in need of smartboards, desktops, and technology accessories. The computers in the main office are over 6 years old and need replacing. Our Fine Arts department also need the most updated technology for our mixed media arts and photography courses. Our recording studio arts course is also in need of updated software and accessories the studio.

For the reasons stated above we are requesting approval of the attached purchase orders. Free feel to reach out to me if you have any questions.



New Haven School Change
NEW HAVEN PUBLIC SCHOOLS
400



75 Clegg Rd.
 Markham, ON L6G 1A1
 1-888-226-5727
 cditechnologies.com

Quote

Customer: NEW HAVEN CITY SCHOOL DISTRICT
Contact: Robert Cusson
Quote: 1135905
Date: 20-Sep-2019
Expiry Date: 30-Sep-2019

NICHOLAS GASKAS x3717
 ngaskas@cditechnologies.com

Invoice To:

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 Robyn Odei-Ntiri
 54 Meadow Street

 New Haven
 CT, USA 06519
 Phone: 4752201361

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PO Number: Tax Exempt ID: 480772231 Entered By: NICHOLAS GASKAS

No	SKU#	Item Description	Notes	Unit Price	Qty	Ext Price
1		HP,ELITEDESK 800 G1, SFF, I5 4570, 3.2 GHZ, DDR3, 8.0 GB, 240GB SSD, DVD/RW, GB NIC, WIN 10 PRO	5 YEAR WARRANTY INCLUDES IMAGING	\$276.00	100	\$27,600.00
2	118826	Member of PEPPM		\$0.00	1	\$0.00

Terms	Notes
NET 30 DAYS	

Sub-total:	\$27,600.00
Shipping:	\$691.00
Tax:	\$0.00
Total:	\$28,291.00

Shipping Method: SELECT CARRIER: **Currency:** US

Leasing for 3-yrs, paid annually, in advance \$10,164.67
 Leasing for 4-yrs, paid annually, in advance \$7,909.03

Final approval and rental pricing is dependent on a credit review conducted by a CDI preferred leasing partner. Lease structure includes a \$1 purchase option at term of lease.