



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

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Please Type

Contractor full name: Clifford W. Beers Guidance Clinic, Inc.

Doing Business As, if applicable: Clifford Beers

Business Address: 93 Edwards Street, New Haven, CT 06511

Business Phone: (203) 777-8618

Business email: Ilaria Filippi Iliippi@cliffordbeers.org

SS# OR Tax ID #:

Funding Source & Acct # including location code: Head Start Federal Grant
2532 5278 56694 Location 0443

Principal or Supervisor: Mary Derwin

Agreement Effective Dates: From 08/25/2021 to 6/25/2022

Hourly rate or per session rate or per day rate. Total amount: \$75,000 to be paid in three installments of \$25,000 each; September 21, 2021, January 15, 2022, and May 15, 2022.

Description of Service: This contract will provide Head Start students, families, and staff direct interventions and services in mental health support as detailed in the Head Start Performance Standard 1302.45.

Submitted by: Mary Derwin Phone: 203-980-5065

Romy Udd

7/6/2021



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Mary Derwin
Date: 6/15/2021
Re: Clifford W. Beers Mental Health Contract

Please ***answer all questions and attach any required documentation as indicated below***. Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** Clifford W. Beers Guidance Clinic, Inc.

2. **Description of Service:**

This contract fulfills the required Head Start Performance Standard 1302.45:

Head Start Performance Standard 1302.45 states:

(a) *Wellness promotion*. To support a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health, a program must:

(1) Provide supports for effective classroom management and positive learning environments; supportive teacher practices; and, strategies for supporting children with challenging behaviors and other social, emotional, and mental health concerns;

(2) Secure mental health consultation services on a schedule of sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner;

(3) Obtain parental consent for mental health consultation services at enrollment; and,

(4) Build community partnerships to facilitate access to additional mental health resources and services, as needed.

(b) *Mental health consultants*. A program must ensure mental health consultants assist:

(1) The program to implement strategies to identify and support children with mental health and social and emotional concerns;

(2) Teachers, including family child care providers, to improve classroom management and teacher practices through strategies that include using classroom observations and consultations to address teacher and individual child needs and creating physical and cultural environments that promote positive mental health and social and emotional functioning ;

(3) Other staff, including home visitors, to meet children's mental health and social and emotional needs through strategies that include observation and consultation;

(4) Staff to address prevalent child mental health concerns, including internalizing problems such as appearing withdrawn and externalizing problems such as challenging behaviors; and,

(5) In helping both parents and staff to understand mental health and access mental health interventions, if needed.

(6) In the implementation of the policies to limit suspension and prohibit expulsion as described in [§1302.17](#).

3. **Amount** of Agreement and hourly or session cost: Total: \$75,000

a. **Funding Source** and account number: Head Start Federal Grant 2532 5278 56694
Location 0443

4. **Continuation/renewal or new Agreement?**

Answer all questions:

a. If continuation/renewal, has the cost increased?

This is a renewal of a contract. The total has not increased. The pricing structure has changed to provide for an embedded clinician within the Head Start Program, dedicated to providing services to children, families, and staff.

b. What would an alternative contractor cost: \$200 per hour

c. If this is a continuation, when was the last time alternative quotes were requested?

Alternative quotes were requested in December 2019 as well as June 2020. It is difficult to find providers that have expertise in early childhood (ages 3-5 years) that have adequate staffing to meet the Head Start Standards and can provide for the scope of the New Haven Public Schools Head Start Program. This will be an agreement very similar to the agreement which was approved for the 2020-2021 school year. Due to the pandemic and the remote and hybrid learning structure, on-site classroom specific services and coaching were not provided. Clifford Beers invoiced only for the professional development sessions and virtual support provided.

d. For new or continuation: Is this a service existing staff could provide. If no, why not?
Currently, we do not have staff that is trained and qualified to provide these services.

5. **Type of Service:**

Answer all questions:

a. Professional Development?

Professional development is one component of this agreement. Offerings in the areas of Trauma Informed Practice, De-escalation, Creating Trauma Informed Spaces, Strength Based Language, and Working with Traumatized Families will be provided. This year professional development will also be offered to families in conjunction with the Policy Council and Parent Group. The school community experience during the pandemic has been one of collective challenge and trauma. We will provide wrap around services strategically to support wellness, mental health, and social emotional growth to bolster all stakeholders, strengthen families and re-engage the community.

b. After School or Extended Hours Program? No

c. If this is a professional development program, can the service be provided by existing staff? If no, why not? We currently do not have staff with the expertise or qualifications to provide this level of training.

d. School Readiness or Head Start Programs? Head Start Program

e. Other: (Please describe)

6. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? The CEO is a woman.
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? Local Non Profit
- d. Is the Contractor a public corporation?
- e. Is this a renewal/continuation Agreement or a new service? Renewal
- f. If it is a renewal/continuation has cost increased? If yes, by how much? No, hourly rate has not increased.

Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:

The contract contains a component of coaching and consultation. This authentic job-embedded service to Head Start staff will allow for demonstration and modeling of strategies learned in professional development in real time. Through mentoring and the use of the gradual release instructional model staff will be able to apply newly acquired strategies in their daily student interactions in a supportive environment. This allows for the eventual exit of clinicians in a supportive role in the classroom. The agreement provides for continuity of care by impacting all program staff; teachers, teaching assistants, family service workers, coaches and administrators as well as the students and their families.

7. Contractor Selection:

Answer all questions

What specific skill set does this contractor bring to the project? If a new contractor, please attach a copy of the contractor's resume.

Clifford Beers is a recognized expert in trauma informed care and trauma training in the schools. The agency has a documented history of demonstrated outcomes for their interventions and their trainings. They have supported multiple schools in adopting trauma informed care by both embedding staff as well as training teachers and paraprofessionals to adopt trauma informed interventions to support children in need. For the past several years, Clifford Beers has been contracted by New Haven School Readiness to provide trauma informed consultations and interventions in multiple daycare centers across the New Haven and Greater New Haven area. Clifford Beers has trained and continue to be called upon to train school personnel throughout the state in how to recognize trauma symptoms and respond in a manner that restores relationships and supports both students and staff. Their training program is designed to build capacity in school personnel to work with students and families impacted by adversities and chronic stress. The program includes trainings on self-care and resilience building in order to decrease burnout or compassion fatigue in staff.

- a. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? Bids were requested from different contractors. Clifford Beers was the only contractor that could meet all the Head Start Standards requirements. Yale Child Study partnered with Gesell at Yale: Program in Early Childhood but they could not guarantee a clinician. Demands for mental health services in the community are very high as a result of the pandemic and there are

countless benefits to continuing services with a provider where well established relationships have been formed.

- b. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: The Head Start Program has been working since December of 2019 to find a mental health provider that could service all our needs. It has been very difficult. We have reached out to independent clinicians and the amount of time that is required to fulfill our need was not realistic. The scope of last school year's agreement was not realized due to the pandemic, however the flexibility of Clifford Beers to provide services remotelu/ hybrid in accordance with CDC guidelines was very positive.

8. Evidence of Effectiveness & Evaluation

Answer all questions

- a. What specific need will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met?

Clifford Beers will be delivering direct interventions to students in need of mental health support through a push in and/or pull-out model. Clinicians will also support classroom staff in dealing with disrupting behavioral issues, provide procedures and guidelines for teachers/paraprofessionals to effectively address serious emotional issues in children, support the practice of trauma informed interventions in the school as well as participate in faculty meetings to support staff working with the children and the families as well as parent meetings to provide strategies for the families to employ at home. Clinicians will assess children and refer them to the appropriate level of care and support in the community as needed. Clinicians will also meet and engage with families to provide support and connect to appropriate community-based services.

Contractor's performance will be evaluated using multiple measures; through number of children and families triaged, staff evaluations upon completions of trainings, log of hours and services rendered, and parental/family feedback.

- b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness. This is a renewal contract however the previous contract was entered into during the COVID-19 shutdown and never fully utilized.
- c. How is this service aligned to the District Continuous Improvement Plan? The emotional and behavioral need of preschoolers is best met through coordinated services that focus on the full environment of relationships, including parents, extended family members, providers of early care and education and/or mental health professionals. Better coordination of resources invested in mental health services for young children would provide a more stable and efficient vehicle for assuring access to effective prevention and treatment programs

9. Why do you believe this Agreement is fiscally sound?

This agreement is fiscally sound as three competitive quotes were sought and two were obtained. Obtaining mental health consultants that service the ages of 3 years to 5 years is challenging.

10. What are the implications of not approving this Agreement?

Failure to approve this mental health contract would cause the NHPS Head Start program to be non-compliant with the required Head Start Program Performance Standards, specifically in mental health services. It would jeopardize the continuation of the Federal Head Start Grant.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Clifford W. Beers Guidance Clinic, Inc.

FOR DEPARTMENT/PROGRAM:

NHPS Early Learning Department: Head Start Program

This Agreement entered into on the 9th day of August 2021, effective, the 25th day of August 2021 by and between the New Haven Board of Education (herein referred to as the “Board”) and Clifford W. Beers Guidance Clinic inc. located at 93 Edwards Street, New Haven CT. 06511.

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$75,000 to be paid in three installments of \$25,000 each on September 15, 2021, January 15, 2022, and May 15, 2022.

The maximum amount the contractor shall be paid under this agreement: \$75,000. Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and dates of service.

Fiscal support for this Agreement shall be by **Head Start Program** of the New Haven Board of Education, **Account Number 2532-5278-56694** Location 0443

This agreement shall remain in effect from 8/25/2021 to 6/25/2022.

SCOPE OF SERVICE: *Please provide brief summary of service to be provided.*

Clifford Beers Clinic proposes to provide services for the New Haven Head Start Public Schools Head Start Program located for the Academic 2021-2022. The proposal covers services to be delivered for a period of 10 months, starting on August 25, 2021, through June 25, 2022.

Clifford Beers will provide an embedded Mental Health Clinician to service the Head Start classrooms at the Dr. Mayo School, Fair Haven School, Lincoln-Bassett, Truman School, J. Martinez School and Jepson School for a total of 35 hours a week.

Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service on contractor letterhead 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.

DocuSigned by:

Alice Forrester

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Contractor Signature

President

New Haven Board of Education

7/6/2021

Date

Date

Alice Forester, PhD. CEO

Contractor Printed Name & Title



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.