

**NEW HAVEN BOARD OF EDUCATION
AMENDMENT TO AGREEMENT**

CONTRACTOR: Hill for Literacy, INC AMENDMENT #: 1

GRANT # if applicable: _____ AGREEMENT #: 96303218

GRANT NAME: Title 1 SIG Funds – Wexler Grant DATE: 12/15/2021

FUNDING SOURCE OF AGREEMENT: 2531-6303-56694-0032

ORIGINAL AMOUNT OF AGREEMENT: \$80,208

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$80,208

X ACTUAL OR _____ ESTIMATE

AMOUNT OF THIS AMENDMENT: \$ 0

_____ INCREASE OR _____ DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$80,208

FUNDING SOURCE FOR AMENDMENT: 2531-6392-56694-0032

DESCRIPTION AND NEED FOR AMENDMENT: Amendment #1 requested for agreement # 96303218 Hill for Literacy, Inc. to amend the contract moving it from 2531-6303-56694-0032 to 2531-6392-56694-0032 on Wexler-Grant School Title 1 SIG Funds account #: 2531-6392-56694-0032.

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

CONTRACTOR'S SIGNATURE: Laurie LaVallee Digitally signed by Laurie LaVallee
DN: cn=Laurie LaVallee, o, ou, email=laurie@hillforliteracy.org, c=US
Date: 2021.12.15 13:58:29 -05'00'
(Name) (Date)

Operations Director
(Title)

NEW HAVEN BOARD OF EDUCATION:

President

(Date)

Derricka Suggs-Wilkes
Office Manager
Department of Special Funds



P: (475) 220-1383
F: (203) 946-5740

November 18, 2021

Ms. Laurie LaValler
Hill For Literacy Inc.
800 West Cummings Park, STE 3375
Woburn, MA 01801

Dear Ms. LaValler:

Enclosed is your signed copy of Agreement No. 96303218, which was approved by the New Haven Board of Education on 11/12/2021. Please reference this Agreement No. 96303218 on all future correspondence and/or invoices.

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

The funding source for this agreement comes from the SIG Wexler Grant. Please make sure that all services are applicable to this funding source.

If you have any questions regarding payment status please call Carmel Consiglio at 1-475-220-1371 or email Carmel.Consiglio@new-haven.k12.ct.us

Sincerely,



Derricka Suggs-Wilkes
Office Manager

DW enc.1

cc: D. Diah
V. Conners



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Hill For Literacy, Inc **AGREEMENT NO. 96303218**

Doing Business As, if applicable:

Business Address: 800 West Cummings Park, Suite 3375, Woburn, MA 01801

Business Phone: 781-956-2206

Business email: Darci Burns darci@HILLforLiteracy.org or
www.HILLforLiteracy.org

SS# OR Tax ID #: 27-2366861

Funding Source & Acct # including location code: **SIG Grant** of the New Haven
Board of Education, **Account Number: 2531-6303-56694 Location code: 0032**

Principal or Supervisor: David Diah

Agreement Effective Dates: From October 12, 2021. To June/21/2022.

Hourly rate or per session rate or per day rate.

Total amount:

Data Meetings, grades K-6- Remote	1.00	5.00	5	\$ 1,600.00	\$ 8,000.00
Implementation/Coaching- In Person	1.00	32.00	32	\$ 1,600.00	\$ 51,200.00
PD Sessions- Remote	0.25	40.00	10	\$ 1,600.00	\$ 16,000.00
Total Consulting Budget			49.5		\$ 79,200.00
Subscriptions					
			Qty	Rate	Total
HILL Online Subscription			0	\$ -	\$ -
Expertise			1	no charge	
Continuum			1	no charge	
Roadmap					
Fidelity			1	no charge	
Travel					
		Miles	# trips	Rate	Total
Mileage		60	30	\$ 0.56	\$ 1,008.00
Hotel					\$ -
Other Travel					\$ -
Total Budget					\$ 80,208.00

HILL for Literacy, Inc will issue 10 invoices, 1/month from September to June in the amount of **\$8020.80**. Invoices will be submitted to David Diah, Principal, David.diah@new-haven.k12.ct.us

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's Leadership Team and Hill for Literacy, Inc, It has been agreed that **HILL for Literacy, Inc. (HILL)** will provide consultation in the area of **data-based decision making, explicit and systematic instruction, and differentiated small group instruction. The work will prioritize a train-the-trainer approach with the goal of readying coaches/designees to support teachers in the practices outlined above.** The fee for service is based on a \$1,600 daily rate. Leadership Meetings, Data Meetings, and PD Sessions will be remote. Implementation/Coaching Days will be in person. Travel for these Implementation/Coaching Days is calculated at \$.56/mile for 60 miles (round trip). The exact dates of delivery will be determined by the Wexler-Grant Administrative Staff and HILL Consultant during the planning stages of the project.

Submitted by: David Diah

Phone: 475-220-5600

AGREEMENT NO. 96303218



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

(Hill for Literacy, Inc

FOR DEPARTMENT/PROGRAM:

(Wexler-Grant Community School)

This Agreement entered into on the 12th day of October, 2021, effective (*no sooner than the day after Board of Education Approval*), the 12th day of October, 2021, by and between the New Haven Board of Education (herein referred to as the "Board" and, Hill for Literacy, Inc located at, 800 West Cummings Park, Suite 3375, Woburn (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$1,600 per day, hour or session, for a total of 49.5 days, hours or sessions in addition, travel for these Implementation/Coaching Days is calculated at \$.56/mile for 60 miles (round trip).

The maximum amount the contractor shall be paid under this agreement: eighty six thousand six hundred dollars (\$80,208). 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 Program** of the New Haven Board of Education, **Account Number: 2531-6303-56694 Location Code: 0032**

This agreement shall remain in effect from October 12th, 2021 to June 21th, 2022.

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

HILL for Literacy, Inc. (HILL) will provide consultation in the area of **data-based decision making, explicit and systematic instruction, and differentiated small group instruction.** **The work will prioritize a train-the-trainer approach with the goal of readying coaches/designees to support teachers in the practices outlined above.** The fee for service is based on a \$1,600 daily rate. Leadership Meetings, Data Meetings, and PD Sessions will be remote. Implementation/Coaching Days will be in person. Travel for these Implementation/Coaching Days is calculated at \$.56/mile for 60 miles (round trip). The exact dates of delivery will be determined by the Wexler-Grant Administrative Staff and HILL Consultant during the planning stages of the project.

Project Outcomes:

- Train the classroom teachers to collect progress monitoring data and interpret DIBELS data for K-8 students (PD- 10 sessions total)
- Sustain training for classroom teachers on how to determine an instructional focus, group the students and match the student groups to the appropriate instruction using Continuum (Data Meetings- 5 Days/year)
- Train teachers in how to plan for differentiated instruction utilizing explicit teaching routines for Foundational Skills (K-4) and Reciprocal Teaching (5-8) (PD- 30 sessions)
- Provide on-going coaching and implementation support for teachers utilizing a modeling, co-teaching and feedback cycle approach (Coaching- 30 days in person)
- Support school leadership/coach/designees with providing guidance and feedback to teachers on the new practices implemented in the classroom (Leadership Team-Monthly).
- Support Coach with a gradual release of responsibility in providing coaching and feedback (Leadership Team-Monthly).
- Review school level student data to determine the effectiveness of the instruction, professional development and coaching (Leadership Team-Monthly).
-

Data Meetings, grades K-6- Remote	1.00	5.00	5	\$ 1,600.00	\$ 8,000.00
Implementation/Coaching- In Person	1.00	32.00	32	\$ 1,600.00	\$ 51,200.00
PD Sessions- Remote	0.25	40.00	10	\$ 1,600.00	\$ 16,000.00
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		Miles	# trips	Rate	Total
Mileage		60	30	\$ 0.56	\$ 1,008.00
Hotel					\$ -
Other Travel					\$ -
Total Budget					\$ 80,208.00

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.

Laurie
LaVallee

Contractor Signature

Digitally signed by Laurie
LaVallee
DN: cn=Laurie LaVallee, o, ou,
email=laurie@hillforliteracy.org,
c=US
Date: 2021.09.20 11:34:36 -04'00'



President
New Haven Board of Education

10-12-21

Date

Date

Laurie LaVallee, Operations Director & Clerk
Contractor Printed Name & Title

Revised: 11/27/19



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