

**NEW HAVEN PUBLIC SCHOOLS
AMENDMENT TO AGREEMENT**

CONTRACTOR: Lisa Rodriguez JROTC **AMENDMENT #:** 1

GRANT # if applicable: _____ **AGREEMENT #:** _____

ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: _____ **DATE:** _____

FUNDING SOURCE FOR AGREEMENT: 2021-2022 Operating budget

ACCT # FOR AGREEMENT: 19043362-50135

ORIGINAL AMOUNT OF AGREEMENT: \$85,616.52

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$85,616.52

_____ **ACTUAL** OR _____ **ESTIMATE**

AMOUNT OF THIS AMENDMENT: \$7,083.29

_____ x _____ **INCREASE** OR _____ **DECREASE**

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$92,699.81

FUNDING SOURCE & ACCT # FOR AMENDMENT: 2021-2022 Operating budget 19043362-50135

DESCRIPTION AND NEED FOR AMENDMENT: Increase of amount from \$85,616.52 by \$7,083.29 to a total amount of \$92,699.81.

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

CONTRACTOR'S SIGNATURE: _____ (Name) _____ (Date)

(Title)

NEW HAVEN BOARD OF EDUCATION:

President

(Date)



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Lisa M. Rodriguez

Doing Business As, if applicable: JROTC Instructor

Business Address: 480 Sherman Parkway, New Haven, CT 06511

Business Phone: (475)220-7553

Business email: Lisa.rodriguez@new-haven.k12.ct.us

Principal or Supervisor: Dr. Glen Worthy

Agreement Effective Dates: From 07/01/2021 To 06/30/2022.

Total amount: \$92,699.81

Funding Source & Acct # including location code: 19043362-50135

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."* The JROTC program is designed to teach high school students the value of citizenship, leadership, service to the community, personal responsibility, and a sense of accomplishment, while instilling in them self-esteem, teamwork, and self-discipline.

Submitted by:  _____



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Glen Worthy
Date: 12/2/2021
Re: Lisa Rodriguez - JROTC

Contractor Name: Lisa M. Rodriguez

Contractor Address: 21 Barrows Street Stratford, CT 06614

Is the contractor a Minority or Women Owned Small Business? N/A

Renewal or Award of Contract/Agreement? Renewal

Total Amount of Contract/Agreement and the Hourly or Service Rate: Total amount: of Seven Thousand, Seven Hundred twenty-four Dollars and ninety-eight Cents (\$7,724.98) per month. Total compensation advanced by the Board under this contract shall be Ninety-two Thousand, six Hundred, ninety-nine and eighty-one Cents (\$92,699.81)

Contract or Agreement #:

Funding Source & Account #: General Funds 19043362-50135

Key Questions: (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. What specific service will the contractor provide:** The JROTC program is designed to teach high school students the value of citizenship, leadership, service to the community, personal responsibility, and a sense of accomplishment, while instilling in them self-esteem, teamwork, and self-discipline.
- 2. How was the contractor selected? Quotes? RFP? Sealed Bid or Sole Source? Please describe the selection process including other sources considered and the rationale for selecting this method of selection:** The federal government goes through a rigorous vetting process and certification prior to any qualified instructor can interview at the state level. Once vetted the instructor interviews with the principal of the high school that has a current contract with the government. Contractors are paid as part of a cost share with the schools recouping 50% of the annual salary each FY.



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

3. **If the vendor is not the lowest bidder or a State contract please answer the following:**
 - a. **Please explain why the vendor was chosen**
 - b. **Who were the members of the selection committee? N/A**

4. **If this is a renewal with a current vendor, has the vendor's performance been satisfactory under the existing contract or agreement?** During the 2020-2021 school year, the cadets/students resiliency and as well as their dedication had been tested. I am proud to say they not only persevered but they excelled. The two JROTC instructors were able to create a smooth transition to ensure there was no disruption to the teaching-learning process. The instructors kept the cadets interested as well as engaged in remote learning and when we returned to school in April they were eager to participate in class as well as in various activities and functions. Their dedication to the students and Hillhouse family only continued with start of the 21/22 school year. I receive nothing but high praise from faculty and students alike. Their performance has been excellent.

5. **If this Contract/Agreement is a Renewal has cost increased? If yes, by how much? No**

6. **If this Contractor is New has cost for service increased from previous years? If yes, by how much? N/A**

7. **Is this a service existing staff could provide? Why or why not?** No, not only do the instructors have to be retired from the military, their curriculum focuses on leadership and interpersonal skills, but also with community involvement and integration. The relationships developed and maintained with our JROTC program and our community, are long-lasting and beneficial for community service graduating requirements, future potential scholarships and internships.