



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT COVER SHEET

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Please Type

Contractor full name: The Justice Education Center

Doing Business As, if applicable: N/A

Business Address: 62 LaSalle Road, Suite 308, West Hartford, CT 06107

Business Phone: 860.231.8180.

Business email: info@justiceeducationcenter.org

SS# OR Tax ID #: 00-0000000

Funding Source & Acct. #: ESSER II: Acct# 2552-6363-56697 Location 0062 Hillhouse (\$171,293.94)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 07/1/2021. To 09/30/2021.

Daily rate of: \$6,344.22 per day x 27 days (\$42.29 per student/per day x 150 students) for a total cost of (\$171,293.94).

Description of Service: Please provide a one or two sentence description of the service.

The Justice Education Center to provide programming for the NHPS Summer of Fun program. Restorative Practices and Reassurance (Social and Emotional) is embedded through-out, and will be facilitated by the University of New Haven, to help students feel connected, heard and involved in community. Included in the cost is a \$250.00 stipend for approximately one hundred 9 – 12th graders who complete the program. All supplies and materials are included in the cost.

Submitted by: Gemma Joseph Lumpkin Phone: 475-220-1060



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Gemma Joseph Lumpkin
Date: June 7, 2021
Re: The Justice Education Center Agreement

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:** The Justice Education Center
2. **Description of Service:** The Justice Education Center will provide summer programming at James Hillhouse High School for approximately 150 dis-engaged students grades 7- 12. Restorative Practices and Reassurance (Social and Emotional) is embedded through-out to help students feel connected, heard and involved in community building The classes will also be offered via virtual classrooms and align with CDC guidelines regarding summer programs. The activities engage all students in purposeful, supportive and meaningful learning experiences that support and challenge students to use share experiences and engage in meaningful dialogue and action which promotes positive change in themselves and their respective communities. The students will also have the opportunity to earn credit for specified classes and a \$250.00 stipend for completing the program.
3. **Amount of Agreement:** (\$171,293.94),
4. **Funding Source** and account number: ESSER II: Acct# 2552-6363-56697 Location 0062 (Hillhouse)
5. **Continuation/renewal or new Agreement?**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? Yes. If yes, by how much? The cost increased by approximately \$70.000 dollars due to the increased number of classes and an additional 50 students which requires enhanced staffing, supplies and additional funds for stipends. Due to the current pandemic, cost for culinary and wood work supplies have also increased significantly.
 - b. What would an alternative contractor cost: an alternative contractor would cost approximately \$400 - \$750 per student weekly.

- c. If this is a continuation, when was the last time alternative quotes were requested?
Alternative quotes are requested annually through the RFQ selection process.
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
No, the program provides an array of activities which engage this specific population of high risk students. Lessons include career exploration, employability skills, and communication skills, culinary and financial literacy. Students will also complete Educational Plans for their high school and post-secondary plans.

6. Type of Service:

Answer all questions:

- a. Professional Development?
- 1. If this is a professional development program, can the service be provided by existing staff? No. If no, why not? The program provides a mix of activities which engage students and requires collaboration with NHPS staff and other community partners.
 - b. After School or Extended Hours Program? Extended Hours
 - c. School Readiness or Head Start Programs? No
 - d. Other: (Please describe)

7. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? Women Owned
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? Local
- d. Is the Contractor a public corporation? No
- e. Is this a renewal/continuation Agreement or a new service? continuation
- f. If it is a renewal/continuation has cost increased? If yes, by how much? \$80,000.
- g. Will the output of this Agreement contribute to building internal capabilities? No
If yes, please explain:

8. Contractor Selection:

Answer all questions

- a. What specific skill set does this contractor bring to the project? The Justice Education Center has worked with New Haven's students and as part of several evaluated school and summer programs.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? RFQ
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: Rigorous evaluations of their programming have continuously validated this program. The Justice Education Center has demonstrated an ability to engage and encourage some of our highest needs students in meaningful and engaging activities.

9. 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? During the Summer of Fun program for 2021, The NHPS Summer Academy will offer dynamic activities and supports through an NHPS collaboration with the Justice Education

Center. The program will be staffed with a team of leaders in education, employment, physical fitness, wellness, and will provide educational, social and emotional enrichment activities to New Haven youth this summer. The Summer of Fun theme provides innovative and effective activities which promote fun health and wellness activities, raise awareness and provide opportunities for students to equip themselves with tools which will assist them with maintaining a positive mind-set while enhancing coping skills when faced with issues which may be impacting the students academically and socially.

- b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness.
- c. How is this service aligned to the District Continuous Improvement Plan? The Justice Education Center will provide summer programming at James Hillhouse High School for approximately 150 dis-engaged students. Restorative Practices and Reassurance (Social and Emotional) is embedded through-out to help students feel connected, heard and involved in community building the classes will also be in person and align with CDC guidelines regarding Covid protocols for summer programs. The activities engage all students in purposeful, supportive and meaningful learning experiences that support and challenge students to use share experiences and engage in meaningful dialogue and action which promotes positive change in themselves and their respective communities.

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

This agreement represents tremendous value for the district. The Justice Education Center has an extensive history of providing additional in-kind services to the schools they work in, and collaborates with school staff to enhance their programs. JEC continues to support the most at risk students and families by providing opportunities for students to engage in a safe space and learn various skills through activities such as woodwork and culinary. The students also earn credits which supports their goal of graduating.

11. What are the implications of not approving this Agreement? The highest at-risk students will not be provided an opportunity to engage in positive programming. The student's will have ample time and opportunities to engage in negative behaviors and/or activities which may impact their futures, physical and mental health, and their respective communities. The student will continue to internalize the impact the Covid-19 pandemic has placed on them and their families while dealing with current social injustices plaguing society. This lack of support and positive engagement could stimulate residual behaviors which may negatively impact their self-esteem, education, family dynamics and the overall safety of the students and their respective communities.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

The Justice Education Center

FOR DEPARTMENT/PROGRAM:

Youth Family and Community Engagement

This Agreement entered into on the 14th day of June 2021, effective (*no sooner than the day after Board of Education Approval*), the 1st day of July, 2021, by and between the New Haven Board of Education (herein referred to as the “Board” and, The Justice Education Center, Inc located at, 62 LaSalle Road, Suite 308, West Hartford, CT 06107 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$6,344.22 per day, x 27 days = **(\$171,293.94)**.

The maximum amount the contractor shall be paid under this agreement: one-hundred seventy-one thousand two hundred-ninety three dollars and ninety four cents (\$171,293.94). 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 ESSER II **Program** of the New Haven Board of Education, **Account Number:** 2552-6363-56697 **Location Code:** 0062 (Hillhouse)

This agreement shall remain in effect from July 1, 2021 to September 30, 2021.

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

Justice Education Center will provide Approximately 150 Students lessons and enrichment activities which will include career exploration, employability skills, and communication skills, culinary and financial literacy and woodworking. Students will also complete Educational Plans for their high school and post-secondary plans. The program will also provide social and emotional activities in collaboration with the University of New Haven, which will support the development of participants self-esteem, positive communication and development.

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.



Contractor Signature

President
New Haven Board of Education

June 3, 202

Date

Date

Sherry Haller Executive Director

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.



Overview

2021 New Haven Summer of Fun Academy

Presented by:

The Justice Education Center, Inc.

June 2021



Overview

In the Summer of Fun 2021, The New Haven Summer Academy will facilitate an array of activities such as culinary, woodwork, music, career exploration, social and emotional groups and other enrichment activities which will be hands-on and engaging. . The Justice Education Center, in partnership with New Haven Public Schools, along with a team of leaders in education, employment, physical fitness, wellness, and resiliency will provide educational, social and emotional enrichment activities to New Haven youth this summer.

The range of educational, employment, and social-emotional enrichment offerings within the New Haven Summer Academy will be designed to both offer choices and personalize each student's experiences. Their purpose is to encourage each student to become active and energized in a variety of planned and well-organized modules and to begin to take charge of the positive selections they are making.

Goal

To provide an innovative range of learning and wellness activities for a 5-week period during the 2021 summer recess that will promote interactive educational learning opportunities coupled with physical and emotional wellness.

Background

The Justice Education Center has been working with New Haven teachers, administrators, local unions, and technology specialists to develop a meaningful, educational program that can provide exposure and credentialing in a variety of technologies. The Center plans to continue its preparation and collaboration with New Haven leaders over the next 4 weeks to ensure that its education and career readiness program will be ready to launch on July 1, 2021.

Partners

The Justice Education Center will work closely with New Haven Public Schools and its educators and school counselors in traditional and alternative high schools in New Haven. Partnerships with the Laborers International Union of North America, the CT Restaurant Association, and New Haven instructors will enhance the students' learning, pre-apprenticeship and pre-employment skill knowledge.



Objectives

- Present virtual credentialing options for students
- Incorporate introductions to a range of technology careers
- Incorporate pre-requisite program components for students to prepare for in-school and after-school programming during the 2022-2022 school year
- Incorporate virtual learning opportunities in traditional and non-traditional subjects
- Emphasize small interactive settings and social-emotional supports
- Promote student voice, self-esteem, team building and sense of community
- Provide social-emotional experiential learning to promote wellness and resilience.

Wellness

Recognizing the additional challenges that COVID-19 has presented to young people and their families, the Summer Academy will enhance last summer's one-on-one interventions for students who need individualized attention. For those students who are at-risk and require mental health supports and trauma intervention, The Justice Education Center will seek the assistance of the Clifford Beers Clinic. The Clinic will serve as the essential support system both during and immediately following completion of the Summer Academy.

Core Elements

Technology Training

Two technology training module selections will be available for Summer Academy students. Each module will include on-line certification options (OSHA 10 and ServSafe), construction math and tape measure reading, pre-requisite skills for future learning and apprenticeship, and hands-on learning kits that will be specific to each trade and which students will be able to complete at home. These have all been created in conjunction with local unions and high school teachers. All students who participate in the summer program will have the opportunity to enroll in The Career Pathways Technology Collaborative at Eli Whitney Technical High School, and students who attend Hillhouse High School and are rising juniors or seniors will be eligible to enroll in the CT Department of Labor Pre-Apprenticeship Building Trades program.

Technology training modules will use hands-on learning opportunities. Examples of building trades projects include personal toolboxes, jewelry boxes, and concrete paperweights. Culinary kits will include all ingredients necessary to cook a meal.



any other necessary safety equipment). The Center can accommodate 50 students per track for a total of 150 students.

The program will have a Lead Monitor to who will be responsible for hands-on program development and planning, coordination and alignment of program elements, overseeing the program, daily and class attendance while insuring students are engaged in the learning program. The Monitor will also be responsible for adherence to COVID-19 procedures and ensuring appropriate and timely response to any disciplinary issues.

Specific Modules

The following career modules/classes will be offered:

- Laborers International Union of North America Building Trades (LiUNA)
- Culinary Arts

Building Trades Kits

Safety Equipment There will be a need to be a purchase of 50 pairs of safety glasses, 50 smocks, and 50 pairs of gloves.

Week One will include an introduction to working with PVC piping. For that week, the instructor will create designs for the students to construct and make different points to learn when using plastic pipe. A mix of elbows will be used, T's, and 3/4" x 1' lengths. For this week, the following materials are needed: 20 - 10' lengths of 3/4" PVC pipe; 200- 3/4" elbows; and, 200 - 3/4" T's. Frank will cut the 10' lengths of pipe into the desired 1' sections.

Week Two will focus on working with concrete. The main project will be a concrete paper weight. The supplies needed are as follows: 1x3 or 1x6 pine for the forms (8 - 10' lengths); 1 roll of 3 mil poly to be cut into 1' squares for the bottom of the form; 50 - 6" Tupperware trays to put the concrete in for delivery and be used as a mixing tub; 50 plastic trowels; and, 3 bags of masonry cement (without the stone).

Week Three will focus on the building of an 8x8x8x8 pine toolbox. The supplies needed for this project are: 14 - 10' lengths of 1x6x8" pine; 50 small wooden knobs; 100 hinges (2 per box); 5 lb box of 1 1/4" coarse wood screws; and 1 Phillips head screwdriver. All holes will be pre-drilled.

All left over materials will be used for the second 3-week module. If any materials remain after completion of the 6-week program, they will be brought to Hillhouse High School to be used by in the traditional LiUNA classroom.

Culinary Arts Menus

Week 1: Pasta Salad

Week 2: Chicken Ballotine (poaching/simmering)

Week 3: Corn Grits (boiling)

Week 4: Red Pepper Sauce (sauté, simmering)

Career Planning and Exploration

Students will explore and create a career portfolio using Google Suite. This class will be taught by an instructor in person. Lessons will include career exploration, employability skills, communication skills, and financial literacy. Students will also complete Educational Plans for their high school and post-secondary plans.