



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Please Type**

Contractor full name: American Red Cross

Doing Business As, if applicable:

Business Address: 256688 Network Place, Chicago, IL 60673-1256

Business Phone: 888-284-0607

Business email: billing@redcross.org

SS# OR Tax ID #:                     

Funding Source & Acct # including location code: School Improvement Grant  
Acct# 25466265-56694-0062

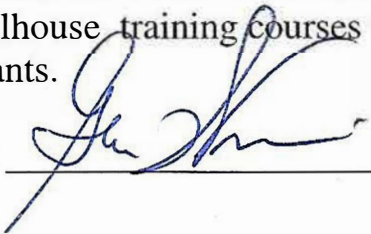
Principal or Supervisor:

Agreement Effective Dates: From 08/31/19. To 06/12/20.

Hourly rate or per session rate or per day rate.

Total amount: 29,270 . This agreement will service 25 students which is \$1170.00 per student.

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."* The America Red Cross will offer students at Hillhouse training courses to provide students a pathway to be certified as nursing assistants.

Submitted by: 

Phone: 475-280-7500



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** **WORTHY, GLEN, Principal of James Hillhouse High School**  
**Date:** **June 4, 2020**  
**Re:** **American Red Cross**

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**Executive Summary/ Statement:** (Please provide 1-2 sentences describing the Service – do not leave blank): The America Red Cross will offer students at Hillhouse training courses to provide students a pathway to be certified as nursing assistants.

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

**Funding Source & Account #: 25466265-56694-0062**

**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. Please describe how this service is strategically aligned to the District Continuous Improvement Plan? Priority 1: All students will have Student Success Plans. This training will support students in their success plans especially those who want to enter the health fields.
2. What specific need will this contractor address? The America Red Cross will offer students at Hillhouse training courses to provide students a pathway to be certified as nursing assistants.
3. 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: This contractor (the American Red Cross) has worked with Hillhouse for the 8 years training students to become CNAs.
4. If this is a continuation service, when was the last time the alternatives were sought?  
This is a continuous service.



NEW HAVEN PUBLIC SCHOOLS

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

**The American Red Cross**

FOR DEPARTMENT/PROGRAM:

**James Hillhouse High School**

This Agreement entered into on the 22 day of June 2020, effective (*start date no sooner than the day after Board of Education Approval*), on the 23 day of June, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, the American Red Cross located at, 256688 Network Place, Chicago, IL 60673-1256 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$29,270 per 3 (8) week session for a total of 25 students

The maximum amount the contractor shall be paid under this agreement: twenty-nine thousand and two hundred and seventy dollars (\$29,270). 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 **Program** of the New Haven Board of Education, **Account Number: 25466265-56694-0062 Location Code: 0062**

This agreement shall remain in effect from August 31, 2019 to June 12, 2020.

**SCOPE OF SERVICE:** *Please 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 as Exhibit A).*

*The America Red Cross will offer students at Hillhouse training courses to provide students a pathway to be certified as nursing assistants*

**Please do not leave this section blank**

**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

June 22, 2020  
Date

\_\_\_\_\_  
Date

Margaret M. Wedge, Business Development Manager  
Contractor Printed Name & Title

5. What specific skill set does this contractor bring to the project? Red Cross will provide materials and training for our students in order to get students trained to be a CNA.
6. How does this contractor fit into the project as a whole? (Please attach a copy of the contractor's resume):
7. Is this a new or continuation service? Continuation.
8. If this is a continuation service has cost increased? Increase of \$2,000
  - a) If yes, by how much?
  - b) What would an alternative contractor cost? Have not considered another provider.
  - c) Is this a service existing staff could provide? Why or why not? No. We need a nurse to do this training.
9. Evidence of Effectiveness: How will the contractor's performance be monitored and evaluated? The number of students who pass the course and those who are certified.
10. If a continuation service, attach a copy of the previous evaluations or archival data demonstrating effectiveness. (If archival data includes lengthy reports, syllabi, training materials, etc., please have a copy available for review)
11. If the service is a professional development program, can the training be provided internally, by district staff? We need a nurse to provide this service.
  - a) If not, why not?
  - b) How will the output of this Agreement contribute to building internal capabilities?
12. Why do you believe this Agreement is fiscally sound? Any service that provide our students a pathway for them to be employable is fiscally sound. For each child it cost \$ 1170.00 to provide them a way to be employable.
13. What are the implications of not approving this Agreement? Not providing students access to be employable beyond high school.



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## 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.