



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Please Type

Contractor full name: Hugh Shapiro

Doing Business As, if applicable: Athletic Trainer @Wilbur Cross High School

Business Address: 13 Whalers Point, East Haven, CT 06512

Business Phone: 701-770-4953

Business email: latnd@yahoo.com

SS# OR Tax ID #:

Funding Source & Acct # including location code: 190-404-00-56689

Principal or Supervisor: Erik Patchkofsky

Agreement Effective Dates: From 08/01/20 To 6/30/21

Hourly rate or per session rate or per day rate \$17,500 (8/28/20; 12/4/20; 3/26/21)

Total amount: \$52,500

Description of Service: Please provide a one or two sentence description of the service. This service is an essential component in making certain that all of our student athletes are provided with the best possible medical, health, safety and rehabilitation care.

Submitted by: Erik Patchkofsky Phone: 475-220-1100/203-848-0425



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Erik Patchkofsky, Athletic Director
Date: June 3, 2020
Re: Athletic Trainer – Hugh Shapiro

Executive Summary/ Statement: Approval is requested for the Renewal of an Agreement by and between the New Haven Board of Education and Michele T. Cormier, 17 Woodside Path, West Haven, CT for Sports Medicine and Athletic Training Services.

Amount of Agreement and the Daily, Hourly or per Session Cost: \$52,500 and payable in three payments of \$17, 500 (August 28, 2020, December 4, 2020 and March 26, 2021)

Funding Source & Account #: 190-404-00-56689

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? . One of the goals in our district is to assist students to go on to post-secondary education. The trainer services' is essential to this goal because, if necessary, students will be provided with the best possible care and, hopefully, allow them to return to school as soon as possible.
2. What specific need will this contractor address? This service is an essential component in making certain that all of our student athletes are provided with the best possible medical, health, safety and rehabilitation care.
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: The contractor has specialized skills and experience and was very carefully chosen from a pool of candidates through an interview process.
4. If this is a continuation service, when was the last time the alternatives were sought? 2014
5. What specific skill set does this contractor bring to the project? The contractor has specialized skills and many years of service in sports medicine and as a certified athletic trainer.
6. How does this contractor fit into the project as a whole? (If the contractor is an individual, please attach a copy of their resume): The candidate provides the essential services needed for our student-athletes.
7. Is this a new or continuation service? Continuation

8. If this is a continuation service has cost increased? No increase from last year.
 - a) If yes, by how much?
 - b) What would an alternative contractor cost?
 - c) Is this a service existing staff could provide? Why or why not?
9. Evidence of Effectiveness: How will the contractor's performance be monitored and evaluated?
End of the year meeting.
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? N/A
 - 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? This agreement is fiscally sound because it provides essential services to our student-athletes for an entire year at a very reasonable and realistic cost.
13. What are the implications of not approving this Agreement? The athletic program needs the specialized skills/services provided by the candidate to ensure that the proper medical care and rehabilitation is provide for our student-athletes.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

HUGH SHAPIRO
FOR
ATHLETIC TRAINING SERVICES
@ WILBUR CROSS HIGH SCHOOL

This Agreement entered into on the 13th day of May 2020, effective, on the 1st day of August, by and between the New Haven Board of Education (herein referred to as the “Board” and, Hugh Shapiro, 13 Whaler Point, East Haven, CT 06512 (hereinafter referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required in the amount of **\$17,500** per day, hour or session, for three payments (August 28, 2020, December 4, 2020 and March 26, 2021) days, hours or sessions.

The maximum amount the contractor shall be paid under this agreement: **(\$52,500)**. 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 Athletics **Program** of the New Haven Board of Education, **Account Number:** 190-40400-56689 **Location Code:** 00.

This agreement shall remain in effect from August 1, 2020 to June 30, 2021.

SCOPE OF SERVICE: The professional services to be performed by the Contractor shall, in general, consist of: athletic training services for all sport team and events, including the prevention, care and rehabilitation of student-athletes at Wilbur Cross High School.

Exhibit A: Scope of Service: the services of the contractor at Wilbur Cross High School as more fully described in the Scope of Services attached hereto as Exhibit A, which is incorporated herein and made in part of this agreement.

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.*** Contactors may begin service no sooner than the day after Board of Education approval.



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

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.

Hugh Shapiro MS, MSPH, ATC.
Hugh Shapiro, MS, MSPH, ATC

Yesenia Rivera, President
New Haven Board of Education

JUNE 2, 2020
Date

Date

HUGH SHAPIRO. ATHLETIC TRAINER.
Contractor Printed Name & Title

Revised: 12/3/19

13 Whalers Point
East Haven, CT. 06512
latcnd@yahoo.com

Hugh Shapiro MS, MSPH, ATC

Objective: To obtain a position in a sports medicine/public health setting providing sustainable education and empowerment to all populations and ability levels as a means to enhancing quality of life and improving health status while decreasing health risk behaviors.

Education: 2005 – 2008
Minneapolis, Mn Walden University
Master's degree in public health. August 2008

- 3.7 GPA

1982 – 1984
Hays, Kansas Fort Hays State University
MS. Physical Education

1975 – 1979
Lincoln, Nebraska Nebraska Wesleyan University
BS Physical Education

- Wrestling Team Captain 1977-1979

Professional Experience:

2014-Present City of New Haven; Board of Education
New Haven, CT

Athletic Trainer

- Provided athletic training/sports medicine services at two Inner city high school athletic programs.
- Head athletic trainer for Connecticut state open wrestling championships 2014-2020

2015-2017 ATI/AWS Worksite solutions
Wallingford, CT

Athletic Trainer/Ergonomic Early Injury Intervention Specialist

- Provided ergonomic assessments and education principles for office, laboratory, and vivarium settings
- Provided follow up and ongoing ergonomic training to employees
- Problem solving and redesign of office space as necessary
- Ordered new equipment and educated employees on proper usage
- Maintained records of all contacts
- Job coach as needed
- Maintained strong working relationships with all employees

2012-2014 Carlson Physical Therapy

Athletic Trainer

- Provided athletic training/sports medicine services at Bridgeport Central High School

2008 – 2012 Dodge City Community College
Dodge City, KS

Head Athletic Trainer

- Provide athletic training/sports medicine services for 280 student/athletes in 11 sports ranging from collision to non-contact activities.
- Manage the athletic training room facility. Responsibilities include: equipment and supply inventory management including budget.
- Developed a pre-athletic training education curriculum and teach 7 credit hours per semester.

- Inspected and maintained entire fitness facility equipment.
- Developed programming and supervised the “Healthy Choices” program for local youth as a deterrent to overweight and obesity behavioral risk

1998 – 2004 St. Joseph’s Hospital
Dickinson, ND

Athletic Trainer

- Provide athletic training/sports medicine services at two area high schools and one college.
- Supervised student athletic trainers at two high schools.
- Developed and supervised S.T.E.P. “Sports Training Enhancement Program” with 50-65 athletes participating.
- Designed and supervised exercise programs for teenagers, adults, and phase III cardiac rehabilitation patients.
- Certified American Red Cross CPR/first-aid instructor. Taught 3-4 classes per year.
- Certified federal drug testing chain of custody.
- Provided post offer industrial medicine physical capacity assessments using the “Worksteps” program.
- Inspected and maintained all fitness facility equipment.
- Developed programming and supervised the “Healthy Choices” program for local youth as a deterrent to overweight and obesity behavioral risk.

Qualifications: NATABOC athletic trainer. Athletic training license 24-00652. American Red Cross community CPR-AED/first aid instructor, American Public Health Association.

Modalities: Ultrasound. Electric Stimulation, Cold Laser, Traction (lumbar & cervical), Ice, Moist Heat, Prophylactic Taping & Bracing, Selectorized weight machines, free weights, sportcord, kettlebells, manual joint mobilization. Sport Concussion Evaluation protocols including SCAT II and IMPACT.



City of New Haven – Athletic Department
PERFORMANCE EVALUATION – ATHLETIC TRAINER

EMPLOYEE/SUB-CONTRACTOR: Hugh Shapiro DATE: 5/22/20
SCHOOL: Wilbur Cross H.S. PROFESSIONAL TITLE: Assistant Athletic Trainer

NEW HAVEN ATHLETIC TRAINING MISSION STATEMENT

The Athletic Training Program functions within the mission and the goals of the New Haven Athletic Department and acknowledges its role in providing a supportive and stimulating environment for the intellectual and personal growth of all Athletic Training personnel. The primary mission of the Athletic Training Program is to provide our student-athletes with the best medical care possible integrating skills encompassing the six (6) domains of Athletic Training as identified by the NATA Board of Certification:

- Prevention of athletic injuries
- Recognition, evaluation and assessment of athletic injuries
- Immediate care of athletic injuries
- Treatment, rehabilitation and reconditioning of athletic injuries
- Healthcare administration
- Professional development and responsibility

All Athletic Training staff shall be prepared to promote acceptable standards of ethical conduct at every opportunity and adhere to the NATA Code of Ethics.

PERFORMANCE CRITERIA

	Needs Improvement	Proficient	Commendable	Exceptional	Too New to Evaluate
RELATIONSHIP WITH COACHES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RELATIONSHIP WITH ADMINISTRATIVE STAFF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RELATIONSHIP WITH STUDENT-ATHLETE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RELATIONSHIP WITH MEDICAL STAFF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CONFIDENTIALITY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JUDGEMENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ETHICAL CONDUCT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Athletic Trainer Evaluation
2019-2020

Hugh Shapiro 5/22/20

Athletic Trainer Evaluations
2019-2020

	Needs Improvement	Proficient	Commendable	Exceptional	Too New to Evaluate
MEDICAL EVALUATION SKILLS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
REHABILITATION SKILLS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MEDICAL RECORD KEEPING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PRACTICE COVERAGE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
GAME COVERAGE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ATHLETIC TRAINING ROOM MANAGEMENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PROFESSIONAL GROWTH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
QUALITY OF WORK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
QUANTITY OF WORK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMUNICATION AND TEAMWORK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PRIDE AND OWNERSHIP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SAFE WORKING PRACTICES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
INITIATIVE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

May provide comments or feedback supporting indicated rating for each item with particular attention to those areas rated as "Needs Improvement" or "Exceptional".

Hugh possesses the perfect qualities to handle the volume and demand of a high school like Wilbur Cross. He brings veteran experience as well as other character traits that helps foster teamwork approach which is vital when providing services to an entire city. Hugh has been a huge asset to our Athletic Training team!

Employee/Sub-contractor: _____ Date: _____
 Coordinator of Athletic Training: Michele Corner Date: 5/22/20
 Business Operations Manager: _____ Date: _____
 Athletic Director: _____ Date: _____