



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Solar Youth Inc.

Doing Business As, if applicable:

BUSINESS ADDRESS: 543 Wayfarer Street, New Haven, CT 06515

BUSINESS PHONE: 203-387-4189

BUSINESS EMAIL: info@solaryouth.org

SS# OR TAX ID #: 06-1600471

Funding Source & Acct # including location code:
21st Century Program of the New Haven Board of Education,
Account Number: 2579 -6354-56697 Location Code: 0021 (Brennan-Rogers - \$3,500.00),

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 3/9/2021. To 06/30/2021.

Hourly rate or per session rate or per day rate. \$175.00 per session (each session = 2 hrs.) x 20

Total amount: **\$3,500.00**

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

Solar Youth will provide a school-based afterschool program focused on hands on environmental educational program for the students at Brennan school.

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: March 1, 2021
Re: Solar Youth (Brennan-Rogers school)

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:** Solar Youth Inc.
2. **Description of Service:** The contractor shall provide a school-based afterschool program focused on youth development and environmental education program. The program will begin in March for the students of Brennan-Rogers school and focus on activities and lessons which occur outside (if social distancing mandates allow). The Sessions will incorporate Solar Youth's 5 core program elements: Environmental Exploration, Youth-led problem solving, Mindfulness, Non Violent communication, and youth leadership.
3. **Amount of Agreement and hourly or session cost:** \$3,500.00; \$175.00 per session x 20 sessions
4. **Funding Source and account numbers:**
21st Century Program of the New Haven Board of Education,
Account Number: 2579 -6354-56697 Location Code: 0021 (Brennan-Rogers - \$3,500.00),
5. **Continuation/renewal or new Agreement? New**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? N/A If yes, by how much?
 - b. What would an alternative contractor cost:
 - c. If this is a continuation, when was the last time alternative quotes were requested? N/A
 - d. For new or continuation: is this a service existing staff could provide. If no, why not?
No, the Solar Youth program offers hands-on environmental lessons and activities which raises environmental and self-awareness.

6. Type of Service:

Answer all questions:

- a. Professional Development? No
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? N/A
- b. After School or Extended Hours Program? After School
- 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? No
- 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? New
- f. If it is a renewal/continuation has cost increased? N/A If yes, by how much?N/A
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:No

8. Contractor Selection:

Answer all questions

- a. What specific skill set does this contractor bring to the project? Solar Youth has provided programming for NHPS students as part of after school programs. Solar Youth has demonstrated an ability to engage and encourage our students in meaningful and engaging activities which raise environmental and self-awareness resulting in a positive connection to the environment.
- b. How was the Contractor selected? RFP/RFQ
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: The Leadership teams at Brennan-Rogers met with, interviewed and selected Solar Youth Inc. as a partner for the 21st Century program. This partnership was approved by CSDE as part of the competitive application process. The Solar Youth organization submitted a Proposal Memo and Request for Qualifications forms which are included in the selection process.

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? Solar Youth activities engage students in purposeful, supportive and meaningful learning experiences that coherently support and challenge students to think about and support environmental and social issues which enhance their knowledge and promote positive engagement and development. The program will be evaluated based on the grantor provided assessment tool. The APT tool indicates whether students are engaged in meaningful enrichment

activities and that program staff appropriately interacted with students in an effective manner.

- 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?
Solar Youth activities engage all students in purposeful, supportive and meaningful learning experiences that coherently support and challenge students to support the environment while developing skills to enhance their social and academic development in support of district priorities.

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

This agreement provides high quality service from a well-known and reputable vendor at a reasonable cost. The hands on experience promotes critical thinking and a understanding of the correlation between the activities, science, technology, environments and students roles in positive community development.

11. What are the implications of not approving this Agreement?

Students will not be able to participate in a program that provides challenging and thought provoking activities which supports positive development and safer communities.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Solar Youth

FOR DEPARTMENT/PROGRAM:

Youth Family and Community Engagement

This Agreement entered into on the 9th day of March, 2021, effective (no sooner than the day after Board of Education Approval), the 10th day of March 2021, by and between the New Haven Board of Education (herein referred to as the “Board” and, Solar Youth Inc. located at, 543 Wayfarer Street, New Haven, CT 06515 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$175.00 per session, for a total of 20 sessions at Brennan-Rogers (\$3,500.00).

The maximum amount the contractor shall be paid under this agreement: three thousand, five-hundred dollars and no cents (\$3,500.00). 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 the **21st Century Program** of the New Haven Board of Education,

Account Number: 2579 -6354-56697 Location Code: 0021 (Brennan-Rogers - \$3,500.00),

This agreement shall remain in effect from March 9, 2021 to June 30, 2021

SCOPE OF SERVICE: *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing is attached).*

The contractor shall provide a school-based afterschool program focused on environmental and personal development for students of Brennan-Rogers school. Sessions will be 2 hours in length and serve up to 15 students per session at Brennan-Rogers. All program sessions must take place outside of regular school hours and will be provided virtually, hybrid or at the school based on social distance mandates. A description of the program is attached.

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*. Contactors 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

2/10/2021

Date

Date

Joanne Sciulli, 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.

Revised: 10/2/18



Solar Youth, Inc.

SCOPE OF WORK

To: New Haven Public Schools
Attn: Principal Laura Roblee
From: Joanne Sciulli, Executive Director
Re: Solar Youth After-school programming, Spring 2021

Date: February 10, 2021

We are pleased to begin a partnership this spring with Brennan-Rogers The Art of Communication & Media School.

Solar Youth will provide afterschool programming for students of Brennan-Rogers School starting the end of March, for 10 weeks. Programming will occur twice per week, and focus on activities and lessons that occur outside. The content will incorporate Solar Youth's five core program elements:

- **Environmental Exploration:** Programs take place as much as possible in the natural world. Learning is hands-on, with an emphasis on interconnectedness. A love of science is promoted – in context of youth's own lives and surroundings.
- **Youth-led Problem Solving:** At all ages, youth become PROBLEM-SOLVERS in their communities through the identification and development of youth-led Community Service Action Projects. They work as teams researching the problems they identify, planning and taking action, and evaluating their results.
- **Mindfulness:** Mindfulness is a cultivation of our ability to be in a state of active, open attention on the present. Proven benefits include stress reduction, increased ability to focus, improved health.
- **Nonviolent Communication:** Nonviolent Communication is based on the idea that all human beings have the capacity for compassion and only resort to behavior that harms others when they don't recognize more effective strategies for meeting needs. Evolving from the NVC work of Marshall Rosenberg, we are also implementing "restorative practices."
- **Youth Leadership:** At every age, youth have the ability to create a vision for the future, motivate and inspire others, and work as part of a team to make the vision real. Solar Youth offers opportunities for youth to tap into their natural leadership.

The cost of the program is \$175 per session. For 10 weeks at 2 sessions per week, this totals \$3,500. Further details of the program including grades and ages, times and days, etc. will be developed in partnership with school leadership in the first quarter of 2021.

If you have any questions, please call Executive Director Joanne Sciulli, 203-640-4189.

Thank you,

Joanne Sciulli
Executive Director

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank.
New Haven Reads Community Book Bank

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=S corporation, S=S corporation, P=partnership) ▶ _____
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
45 Bristol Street

6 City, state, and ZIP code
New Haven, CT 06511

7 List account number(s) here (optional)

Requester's name and address (optional)
**New Haven Board of Education
 54 Meadow St #3,
 New Haven, CT 06519**

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
 [] [] [] - [] [] [] - [] [] []

OR
 Employer identification number
 [7] [6] - [0] [8] [0] [7] [3] [3] [0]

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *W. Bradford* Date ▶ *2/5/2021*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.