



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Cover Sheet is an Internal Document for Business Office Use**

**Please Type**

Contractor full name: The Kidz Kraze

Doing Business As, if applicable:

Business Address: 607 Elm St, New Haven CT 06511

Business Phone: 203-676-3866

Business email: THEKIDSKRAZE@GMAIL.COM

Funding Source & Acct. #:

- 21<sup>st</sup> Century Cohort 19
  - o 2579-6396-56694-0014 (\$13,000.00)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 12/12/2023. To 06/30/2024.

Hourly rate or per session rate or per day rate.

- \$325 per session, 40 sessions, 25 students per session

**Total amount: (\$13,000.00)**

Description of Service:

The contractor shall provide after-school programming at Nathan Hale School. The Kids Kraze will provide 40 sessions, Mondays and Fridays 2 hours each session for a total of 25 students at each location. The Kidz Kraze will provide on-site afterschool programming consisting of culinary, games, karate, and arts and crafts.

**Submitted by:** Gemma Joseph Lumpkin Phone: 475-220-1061



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Gemma Joseph Lumpkin  
**Date:** November 21, 2023  
**Re:** The Kidz Kraze Agreement

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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 Kids Kraze
2. **Description of Service:** The contractor shall provide afterschool programming for up to 25 at Nathan Hale School. Sessions will be held on Mondays and Fridays. The program will provide academic support and enrichment activities such as karate, culinary, arts & crafts, and games. Academic support will consist of tutoring, reading support/reading corners, and literacy games to support learning. Staff, supplies, games, data collection, and consumables are included in the cost.
3. **Amount of Agreement and hourly or session cost:** \$13,000.00
  - a. \$325 per session, 40 sessions, 25 students per session
4. **Funding Source** and account number: 21<sup>st</sup> Century Cohort 19
  - a. o 2579-6396-56694-0014
5. Approximate number of staff served through this program or service: 0
6. Approximate number of students served through this program or service: 25
7. **Continuation/renewal or new Agreement?** Continuation  
**Answer all questions:**
  - a. If continuation/renewal, has the cost increased? If yes, by how much?
    - i. Continuation, no increase
  - b. What would an alternative contractor cost:
    - i. Based on local vendors, providing like services, the cost would range from approximately \$400 - \$600 dollars.
  - c. If this is a continuation, when was the last time alternative quotes were requested?
    - i. Yearly, during RFQ process
  - d. For new or continuation: is this a service existing staff could provide. If no, why not?

- i. No, the 21<sup>st</sup> Century Grant requires the district to collaborate with community partners and the Kids Kraze program offers specific enrichment activities such as karate, culinary, arts and crafts, and other activities that require specific training(s).

**8. Type of Service:**

**Answer all questions:**

- a. Professional Development?
  - i. No
  - ii. If this is a professional development program, can the service be provided by existing staff? If no, why not?
- b. After School or Extended Hours Program?
  - i. After School
- c. School Readiness or Head Start Programs?
  - i. No
- d. Other: (Please describe)

**9. Contractor Classification:**

**Answer all questions:**

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

**10. Contractor Selection:**

**Answer all questions**

- a. What specific skill set does this contractor bring to the project? If a new contractor, please attach a copy of the contractor's resume.
  - i. Kidz Kraze has worked with New Haven's students as part of several evaluated school programs. The Kidz Kraze program has demonstrated an ability to engage and encourage our students in meaningful and engaging activities, which focus on community service, education, life skills, and health and fitness while showing a strong commitment to the students and families of New Haven Public Schools.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?
  - i. RFQ

- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected?
  - i. Sites leadership teams selected Kidz Kraze as a community partner. Kids Kraze has provided programming for the past four years at the East Rock, and Jepson sites and has established a productive partnership with the students, staff and parents. The organization submitted a proposal memo and a Request for Qualifications packet.
- d. Who were the members of the selection committee that scored bid applications?
  - i. Arthur Edwards, Christian Tabares, Frankie Roman, Jose Camacho, Adrienne Douglas, Dianne Stewart, Lysie Rodriguez
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.

## 11. 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? T
  - i. The contractor provides enrichment programming which is the bases of afterschool programming.
  - ii. Kids Kraze staff will facilitate enrichment activities which will be monitored using the APT tool, which assess the overall quality of the programs staffing, staffs engagement with students and families, collaboration with NHPS staff, transitioning of students and activities offered. The evaluation team consist of the Building Leader with a team, which may consist of other NHPS staff, parents and community members. APT raters observe and score staff interactions (manner, affect, and tone of voice) with youth and families. The observers rate areas such as:
    - 1. Are staffs greeting students and families
    - 2. Transitioning of students
    - 3. Does the space provide appropriate room for all youth and staff,
    - 4. The ability of staffs to communication with youth and/or their families in their language(s).
    - 5. The support staff provide in assisting youth with organizing and preparing themselves to do their homework.
    - 6. staffs adjustments and accommodations for students based on their experiences and needs and that
    - 7. Staffs use of simple reminders and redirection to support positive behaviors.
    - 8. Dismissal process
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
  - i. APT-O will be conducted and used for future contracts.
- c. How is this service aligned to the District Continuous Improvement Plan?
  - i. Participants engage in high-quality programming in which they participate in physical and creative activities from caring staff. The activities create opportunities to engage in fun activities which allow expression and promote physical fitness.

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

- a. This Agreement provides quality programming from a reputable vendor at a reasonable cost for after-school sites. The cost is inclusive of staffing, materials, and supplies for the program

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

- a. Nathan Hale students will not have the opportunity to engage in positive afterschool activities in a safe and nurturing environment.

**Rev: 8/2021**



NEW HAVEN PUBLIC SCHOOLS

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

**The Kids Kraze**

FOR DEPARTMENT/PROGRAM:

**Youth Family and Community Engagement**

This Agreement entered into on the 21<sup>st</sup> day of November 2023, effective (*no sooner than the day after Board of Education Approval*), the 12<sup>th</sup> day of December 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, Kids Kraze located at, 607 Elm St, New Haven CT 06511 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$325.00 per session, for a total of 40 sessions

The maximum amount the contractor shall be paid under this agreement: Thirteen thousand dollars (\$13,000.00). 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: 21<sup>st</sup> Century Cohort 19 **Program** of the New Haven Board of Education, **Account Number:** 2579-6396-56694; **Location Code:** 0014

This agreement shall remain in effect from December 12, 2023, to June 30, 2024.

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

- The contractor shall provide afterschool programming for up to 25 at Nathan Hale School. Sessions will be held on Mondays and Fridays. The program will provide academic support and enrichment activities such as karate, culinary, arts & crafts, and games. Academic support will consist of tutoring, reading support/reading corners, and literacy games to support learning. Staff, supplies, games, data collection, and consumables are included in the cost.

**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.

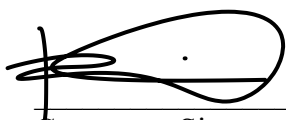
**Exhibit B: Student Data Privacy:** Attached

**Exhibit C: Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.**

**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

11/21/2023

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

RESHICA NEWTON - EXECUTIVE DIRECTOR  
\_\_\_\_\_  
Contractor Printed Name & Title

Revised: 9/27/21



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 to 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.



**The Kids Kraze  
After School  
Draft Proposal  
Educational Services**

**SCOPE OF SERVICE:**

**AFTERSCHOOL PROGRAMMING**

The Kids Kraze mission is to engage our participants in a variety of activities that promote healthy learning in a safe environment, while having fun and creating memories and lasting friendships. It is our goal to provide on-site afterschool programming for up to 25 students in Grades pre k through 6, five days per week between 2 PM and 5:30PM. The Kids Kraze will provide homework support and enrichment in various activities. These enrichment courses will stimulate student engagement and interdisciplinary connections. The Kids Kraze will work in collaboration with other community partners and each school's faculty and staff to ensure that these extended day programs align to and reinforce core instruction delivered during the school day.

**Afterschool Program Details**

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Students will be grouped by grade for homework completion, reading and literacy games. Program hours: 2 p.m. – 5:30 p.m. Monday through Friday

- 25 participants – grades pre K through 5
- Location of service – on-site

**Description of Proposed Program and Services**

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**EXPANDED DAY SERVICES TO STUDENTS**

**After-School Outline**

Homework Assistance/ Reading/ Literacy Games

Enrichment Programs

Service Learning

TIME BLOCK	ACTIVITY
2 – 2:15	Student transition to rooms
2:15 – 2:30	Reflection/ Goal Planning
2:30 – 3	Meal/Snack
3 – 3:45	Homework
3:45 – 4:45	Enrichment
4:45 – 5	Dismissal

### **Homework Assistance/ Reading/ Literacy Games**

- Students who receive homework will be assisted
- Students in grades pre K-1 will sit for a read-a-loud
- Students in grades 2-6 will read silently after completing their homework
- Literacy games will be available after reading is complete

### **Afterschool Program Enrichment Components (proposed)**

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**Enrichment Classes:** Students will participate in five enrichment classes per session. Students will rotate enrichment classes every session or marking period. The summary below identifies the enrichment offerings; afterschool instructors will ultimately shape the course format and content based on school/grade level expectations and in preparation for exhibits or showcases at the end of each session.

#### **Proposed Arts Enrichment / Physical Enrichment**

- Culinary
- Karate/ Tumbling
- Games
- Sports/Physical Activity
- Arts and Crafts

### **Enrichment Component Explanations:**

- **Culinary:** Culinary is a great way to foster patience, confidence and teamwork into our students. They will have the opportunity to create child friendly meals and learn how to read recipes and use basic kitchen utensils. Students will create their own cookbook from all their recipes to keep and share with their families.
- **Karate/Tumbling:** Karate demonstrates discipline, structure and respect while tumbling teaches self-awareness and strength. Students will learn basic karate skills and be introduced to the primary stages of tumbling.
- **Sports/Physical Activity:** Students will have an opportunity for non-traditional team games and physical activity in the gym. This may include, rugby, capoeira, soccer, lacrosse, field hockey, hip-hop dance, and African Dance. Physical activity will be supervised by Kids Kraze staff, approved volunteers, and community partners.
- **Arts and Crafts:** Students will complete a variety of arts and craft projects that they can bring home or keep on display at the school.

### Afterschool Program Models

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<b>Days of Operation</b>	Sept 18, 2023 – June 7, 2024
<b># of Days of Operation</b>	160 days
<b>Total Program Cost</b>	\$52,000 (\$13/day per student)

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