



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: ACES – Professional Development & School Improvement Agreement

Doing Business As, if applicable:

Business Address: 205 Skiff Street • Hamden, CT 06517

Business Phone: (203) 407-4408

Business email: efreel@aces.org

SS# OR Tax ID #: On-File

Funding Source & Acct # including location code: 2547-6293-56694-0032 (**Note: Pending receipt of funds**)

Principal or Supervisor: David Diah

Agreement Effective Dates: From September/27/2021 To June/17/2022.

Hourly rate or per session rate or per day rate.

Total amount: Hourly rate per hour or per session rate or per day rate. Priority 1 - 4 days per week, 3 hours per day, 35 weeks (academic year less school breaks); Rate: \$72 hourly (on-site or remote) x 420 hrs. 1 days per week, 35 weeks, Total 35 days; \$1125/day X 35 days (inclusive of mileage, copying, platform usage, etc.)

Total Cost: \$30,240 + \$39,375 = \$69,615

Pricing structure

Proposed rates:

Technology Support Services

Description : ACES Technology Services will support the maintenance and repair of school-based devices and infrastructure, as requested. A plan for communication of needs and expected response times will be established between ACES and the LMS and/or the principal (or his designee).

Intended Outcomes:

Reliable technology support to supplement that which is currently provided by the building LMS

Requested Schedule/Frequency:

- 4 days per week, 3 hours per day, 35 weeks (academic year less school breaks)

Rate: \$72 hourly (on-site or remote) x 420 hrs.

School-Based Coaching: Technology Integration

Description: Instructional coaching would begin with each grade level PLC, and progress to individualized coaching. The integration coach would attend weekly grade-level PLC meetings and design additional coaching and/or professional development based on needs identified by the team. Virtual coaching options will be provided utilizing the Sibme platform, as requested or desired.

Intended Outcomes:

- Increased capacity of teachers to effectively integrate technology into lesson design that supports learning for all students.
- Teachers develop shared understanding of digital citizenship.
- Experience a myriad of technological platforms for instruction and assessment.
- Increase capacity to design instruction that leverages educational technology for engagement, learning and assessments.
- Increased reflection on instructional practice and its impact on student outcomes.

Requested Schedule/Frequency:

- 1 days per week, 35 weeks
- Total 35 days

Rate: \$1125/day X 35 days (inclusive of mileage, copying, platform usage, etc.)

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

From September 27, 2021 to June 17, 2022, – Wexler-Grant is requesting support services with their technology as well as their educational technology integration for the 2021-2022 academic year. Proposal costs are based on 35 weeks to account for school breaks and other scheduling anomalies that may occur through the year. If requested, additional time will be added via an addendum to the agreement

Submitted by: ___David Diah___ Phone: ___475-220-5600___



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Wexler-Grant Community School
Date: September 27, 2021
Re: ACES – Professional Development & School Improvement 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:** ACES – Professional Development & School Improvement Agreement
2. **Description of Service:** Professional Development & School Improvement Support
3. **Amount** of Agreement and hourly or session cost:
Total amount: Hourly rate per hour or per session rate or per day rate. Priority 1 - 4 days per week, 3 hours per day, 35 weeks (academic year less school breaks); Rate: \$72 hourly (on-site or remote) x 420 hrs. 1 days per week, 35 weeks, Total 35 days; \$1125/day X 35 days (inclusive of mileage, copying, platform usage, etc.)

Total Cost: \$30,240 + \$39,375 = \$69,615
4. **Funding Source** and account number: Commissioner's Network Grant 2547-6293-56694-0032
5. **Continuation/renewal or new Agreement?**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? This is a new contractor. If yes, by how much? N/A
 - b. What would an alternative contractor cost: N/A
 - 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?

ACES brings expertise in the areas of technology maintenance/repairs of school based devices and infrastructure. A plan for communication of needs and expected response times will be established between ACES and the LMS and/or the principal (or his designee). Instructional coaching would begin with each grade level PLC, and progress to individualized coaching. The integration coach would attend weekly grade-level PLC meetings and design additional coaching and/or professional development based on

needs identified by the team. Virtual coaching options will be provided utilizing the Sibme platform, as requested or desired.

6. Type of Service:

Answer all questions:

- a. Professional Development? Elements of the service are for professional development. If this is a professional development program, can the service be provided by existing staff? If no, why not? ACES brings expertise in the areas of technology maintenance/repair of school based devices and infrastructure. ACES will also engage teachers and staff with professional learning opportunities and discussion around integrating technology lessons design to support student learning, supporting students and staff with reliable technology.
- b. After School or Extended Hours Program? N/A
- c. School Readiness or Head Start Programs? N/A
- d. Other: (Please describe)

7. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? N/A.
- b. Is the Contractor Local? Yes.
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? N/A.
- 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
Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: ACES will work with staff to build capacity and provide support and service maintenance of school based devices. They will engage teachers/staff with professional learning opportunities and discussion around integrating technology lessons design to support student learning, supporting students and staff with reliable technology.

8. 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.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? Quote.
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: N/A.

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?

From September 27, 2021 to June 17, 2022, ACES – Professional Development & School Improvement will partner with Wexler- Grant to support with providing services.

This is allotment purpose of this grant is to provide support with reliable maintenance and repair of school-based devices and infrastructure to supplement that which is currently provided by the part time building LMS. ACES will do targeted professional development to increased capacity of teachers to effectively integrate technology into lesson design that supports learning for all students as well as providing additional coaching and professional learning for teachers in developing shared understanding of digital citizenship to increased reflection on instructional practice and its impact on student outcomes.

- b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness. N/A
- c. How is this service aligned to the District Continuous Improvement Plan?

This is strategically aligned to the District Continuous Improvement Plan with school reforms goals around focusing on the providing supports for student attendance and technology. Having reliable technology and MTSS approach is critical to the success of each child. This service will engage teachers and staff with professional learning opportunities and discussion around integrating technology lessons design to support student learning, supporting students and staff with reliable technology

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

This agreement is fiscally sound because of the necessary investment in the future of the teachers/staff and the school based technological devices/infrastructure which will improve students' overall outcome. ACES will provide support with reliable maintenance and repair of school-based devices and infrastructure to supplement that which is currently provided by the part time building LMS. ACES will do targeted professional development to increased capacity of teachers to effectively integrate technology into lesson design that supports learning for all students as well as providing additional coaching and professional learning for teachers in developing shared understanding of digital citizenship to increased reflection on instructional practice and its impact on student outcomes.

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

Unreliable technology maintenance, repair and accessibility will impact students attendance and engagement with their learning. The lack of professional learning support as teachers instruct students result in student flatlining, possible regression and lack of effectiveness to drive this instruction forward.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

(ACES – Professional Development & School Improvement Agreement)

FOR DEPARTMENT/PROGRAM:

(Wexler Grant Community School)

This Agreement entered into on the 27 day of September 2021, effective (*start date no sooner than the day after Board of Education Approval*), on the 27 day of September, 20 21, by and between the New Haven Board of Education (herein referred to as the “Board” and, **ACES – Professional Development & School Improvement Agreement** 205 Skiff Street • Hamden, CT 06517 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of : Hourly rate or per session rate or per day rate.
Total amount: Hourly rate per hour or per session rate or per day rate. Priority 1- 4 days per week, 3 hours per day, 35 weeks (academic year less school breaks); Rate: \$72 hourly (on-site or remote) x 420 hrs. 1 days per week, 35 weeks, Total 35 days; \$1125/day X 35 days (inclusive of mileage, copying, platform usage, etc.) Total Cost: \$30,240 + \$39,375 = \$69,615, from September 27, 2021 through June 17, 2022. The maximum amount the contractor shall be paid under this agreement: sixty nine thousand, six hundred fifteen dollars (\$69,615). 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 **Commissioner’s Network Program** of the New Haven Board of Education, **Account Number:** 2547-6293-56694 **Location Code:** 0032

This agreement shall remain in effect from September 27th, 2021 to June 17th, 2022.

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

Please do not leave this section blank

Due to the current Pandemic as well as school opening/closings throughout the state, all meetings will be held via Zoom and will be virtual in nature until otherwise indicated by the CSDE.

From September 27, 2021 to June 17, 2022, ACES – Professional Development & School Improvement will partner with Wexler- Grant to support with providing services.

This is allotment purpose of this grant is to provide support with reliable maintenance and repair of school-based devices and infrastructure to supplement that which is currently provided by the part time building LMS. ACES will do targeted professional development to increased capacity of teachers to effectively integrate technology into lesson design that supports learning for all students as well as providing additional coaching and professional learning for teachers in developing shared understanding of digital citizenship to increased reflection on instructional practice and its impact on student outcomes.

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Total Cost: \$30,240 + \$39,375 = \$69,615

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.


Emily Freel Jul 7, 2021 13:07 EDT

Contractor Signature

President
New Haven Board of Education

Jul 7, 2021

Date

Date

Emily Freel, Director ACES PDSI
Contractor Printed Name & Title

Revised: 7/6/21



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.

Wexler Grant FY22

Final Audit Report

2021-07-07

Created:	2021-07-07
By:	CAROLYN AUTORE (CAutore@aces.org)
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"Wexler Grant FY22" History

-  Document created by CAROLYN AUTORE (CAutore@aces.org)
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-  Document e-signed by Emily Freel (efreel@aces.org)
Signature Date: 2021-07-07 - 5:07:49 PM GMT - Time Source: server- IP address: 174.192.5.46
-  Agreement completed.
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