

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: ARTE Inc.

Doing Business As, if applicable: N/A

Business Address: 26 Atwater Street, New Haven CT, 06513

Business Phone: 203-469-4536

Business email: arteinc@comcast.net

Funding Source & Acet # including location code:

- ESSER II: 2552-6364-56697-SS34

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 07/01/2023. To 09/30/2023

Hourly rate or per session rate or per day rate.

- 82 sessions at \$650 a session

Total amount: \$53,300.00

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

ARTE will provide students and parents from the NHPS System opportunities to participate in fun outdoor activities throughout the summer. ARTE will provide 82 sessions, servicing up to 25 families or more from July 1st until August 26th, 2023. Locations of youth and family activities will vary from the ARTE's building located at Atwater Street, New Haven Parks, and Recreation areas, and NHPS locations (Nathan Hale, Sound School, Jepson, and Fair Haven) to accommodate programming for families. ARTE has developed a well-rounded roster of fun summer activities ranging from arts and crafts, family walks, bike rides, fishing, cultural dance instruction, and many more health and wellness activities.

Submitted by: Gemma Joseph Lumpkin Phone: 475-220-1060

Jubie Lopez 8-1436



Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Gemma Joseph Lumpkin

Date: 05/15/23 Re: ARTE Inc.

Please <u>answer all questions and attach any required documentation as indicated below</u>. 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: ARTE Inc.

2. Description of Service:

- a. ARTE will provide students and parents from the NHPS System opportunities to participate in fun outdoor activities throughout the summer. ARTE will provide 82 sessions, servicing up to 25 families or more from July 1st until August 26th, 2023. Locations of youth and family activities will vary from the ARTE's building located at Atwater Street, New Haven Parks, and Recreation areas, and NHPS locations (Nathan Hale, Sound School, Jepson, and Fair Haven) to accommodate programming for families. ARTE has developed a well-rounded roster of fun summer activities ranging from arts and crafts, family walks, bike rides, fishing, cultural dance instruction, and many more health and wellness activities.
- 3. **Amount** of Agreement and hourly or session cost: \$53,300.00
 - a. 82 sessions at \$650 a session
- 4. Funding Source and account number: ESSER II: 2552-6364-56697-SS34
- 5. Approximate number of staff served through this program or service: 0
- 6. Approximate number of students served through this program or service: 25+ families per session

7. Continuation/renewal or new Agreement? Answer all questions:

- a. If continuation/renewal, has the cost increased? If yes, by how much?
 - i. Renewal, no increase in cost, but increase in number of sessions
- b. What would an alternative contractor cost:
 - i. Based on local vendors, similar services range from \$700 to \$1000 per session.
- c. If this is a continuation, when was the last time alternative quotes were requested?

- i. May 2023 RFO process.
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
 - i. No, ARTE offers specific youth and family engagement activities held on the weekends to assure families have opportunities to get involved within their community.

8. Type of Service:

Answer all questions:

- a. Professional Development?
 - i. N/A
 - 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. Extended Hours
- c. School Readiness or Head Start Programs?
 - i. N/A
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business?
 - i. Minority
- b. Is the Contractor Local?
 - i. Yes, New Haven.
- 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. Renewal
- f. If it is a renewal/continuation has cost increased? If yes, by how much?
 - i. None
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:
 - i. No

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company:
 - i. ARTE is deeply rooted in the New Haven Community providing youth and families with education programming that engages and exposes them to mentorship, social-emotional development, team building, and cultural awareness. Through hands-on activities, ARTE aims to deliver purposeful, supportive, and meaningful learning experiences.

- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?
 - i. RFC
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected?
 - i. Yes. Rigorous evaluations of their programming. Have continuously validated the program.
- d. Who were the members of the selection committee that scored bid applications?
 - i. Christian Tabares, Lysie Rodriguez, Adrianne Douglas, Jose Camacho, Dianne Stewart, Arthur Edwards, Frankie Roman.
- 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?
 - i. ARTE's goal is to provide opportunities to improve critical thinking and analytical skills. To consistently engage multiple skills and abilities and develop a student's and family's imagination and judgment. ARTE will be measured and monitored by conducting site visits and providing comprehensive surveys to students and parents at the end of the program to measure outcomes and results. Quantifiable data is collected and used to fine-tune programs.
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
 - i. Documentation attached
- c. How is this service aligned to the District Continuous Improvement Plan?
 - i. Participants will engage in opportunities to improve critical thinking and analytical skills. To consistently engage multiple skills and abilities and develop a student's and family's imagination and judgment. These are integral to a child's development and important components of the Connecticut State Department of Education accountability. Programs like these are especially important in urban areas where children do not have the same access, exposure, and experiences as their suburban peers.
- 12. Why do you believe this Agreement is fiscally sound?
 - a. This agreement represents tremendous value for the district. ARTE provides an array of services to youth and families across New Haven. At a price of \$650, ARTE provides both youth and families programming that aids in the development and various skills that improve the quality of life of those who participate. Other contractors charge up to \$500 more for similar services.
- 13. What are the implications of not approving this Agreement?
 - a. Families and students across New Haven will not be granted the opportunity to participate in free Family fun activities that build important development factors of the family unit. Without these types of opportunities, we are limiting the activities we

provide families during the weekend. Lack of support could lead to an increase risk of youth engaging in negative activities outside of their parents/guardians' supervision.

Rev: 8/2021



AGREEMENT By And Between The New Haven Board of Education AND

ARTE Inc.

FOR DEPARTMENT/PROGRAM:

Youth Family and Community Engagement

This Agreement entered into on the 16th day of May 2023, effective (<u>no sooner than the day after Board of Education Approval</u>), the 1 day of July 2023, by and between the New Haven Board of Education (herein referred to as the "Board" and, ARTE Inc. located at, 26 Atwater Street, New Haven, CT, 06513 (herein referred to as the "Contractor".

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$650. per session, for a total of 82 sessions.

The maximum amount the contractor shall be paid under this agreement: Fifty Three Thousand, Three Hundred Dollars (\$53,300.00). Compensation will be made upon submission of <u>an</u> itemized invoice which includes a detailed description of work performed and date of service.

Fiscal support for this Agreement shall be by ESSER II **Program** of the New Haven Board of Education, **Account Number**: 2552 -6364 -56697 **Location Code**: SS34.

This agreement shall remain in effect from 07/01/2023 to 09/30/2023.

SCOPE OF SERVICE: *In the space below, please provide brief summary of service.*

ARTE will provide students and parents from the NHPS System opportunities to participate in fun outdoor activities throughout the summer. ARTE will provide 82 sessions, servicing up to 25 families or more from July 1st until August 26th, 2023. Locations of youth and family activities will vary from the ARTE's building located at Atwater Street, New Haven Parks, and Recreation areas, and NHPS locations (Nathan Hale, Sound School, Jepson, and Fair Haven) to accommodate programming for families. ARTE has developed a well-rounded roster of fun summer activities ranging from arts and crafts, family walks, bike rides, fishing, cultural dance instruction, and many more health and wellness activities.

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*. Contactors <u>may begin service no sooner than the day after Board of Education</u> 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.

Montes	
Contractor Signature	President
-	New Haven Board of Education
5/15/2023	
Date	Date
David Greco / Director	
Contractor Printed Name & Title	

Revised: 9-27-21



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



26 Atwater St. New Haven, CT 06513 203-804-9175 www.arte-inc.com

April 30, 2023

Gemma Lumpkin
Director of Youth, Family & Community Engagement.
New Haven Public Schools
54 Meadow Street
New Haven, CT 06519

Dear Gemma:

We look forward to partnering on SUMMER OF FUN again and building on the last two year's successes and amazing results. For the third year ARTE will offer a well-rounded roster of youth and family engagement activities. Draft roster attached./

Scope of Services:

- Develop / Execute Summer of Fun programs and events.
- Finalize dates, times, locations.
- Coordinate all logistics.
- Utilize School Facilities as needed.
- Pull Permits with Park & Rec as needed.
- Create E-Registration forms and links.
- Create Flyer for Promotion
- Share on Social Media
- Promote & Market all programs in conjunction with NHPS.
- Hire Student Helpers to execute programs.
- Liaise with NHPS staff for successful summer.

Cost Per Session \$650 # of Sessions 82

Budget: \$53,300

Program Roster: Draft Attached

Please let us know if you have any questions or need further details.

Respectfully,

David S. Greco

Cofounder / Executive Director

	# 2 m					Target
SUMMER OF FUN '23 - DRAFT	Sessions	Locations	Days of Week	Tentative Dates	Times	Attnd/Session
SATURDAY ACADEMY Art, Acting, Singing, and Instrument Lessons. Loaner instruments and supplies provided.	7	Atwater Center	Saturdays	Jul 8 - Aug 26	10:30am - 12:30pm	100-120
Art & Crafts A variety of arts & crafts projects Monday - Thursday	30	NHPS School TBD	Monday - Thursday	Jun 5 - Aug 25	9:00am - 11:00am	15-20
Dixwell Neighborhood Tour - A walking tour of this historic neighborhood that includes the new Q House	2	Dixwell Ave	Saturday & Sunday	TBD	TBD	20-25
Fair Haven Walking Tours Family fun walking tour exploring Fair Haven's history, waterfront & architecture.	3	1 Front & Grand 1 Chapel & James	Saturdays	TBD	11:00am - 12:30pm	20-25
Downtown Walking Tour Did you know New Haven has many firsts? Like the first frisbees! Learn many interesting things on this "I-Spy" tour.	ω	Phelps Gate 344 College St	Saturdays	TBD	11:00am-12:30pm	20-25
Family Fun Art Activities- A variety of arts and crafts programs on the lawn and tours of the historic homestead.	ω	Pardee Morris House	Sundays	TBD	1:00PM-3:00PM	20-25
Hiking Walk Take a guided tour and discover the beauty and wonder of East Rock Park. Explore the flora, fauna, and wildlife.	ω	East Rock Park Jul Rose Garden Aug College Woods	Satudays	ТВD	11:00AM	20-25
Capoeira Brazilian Martial Arts, & Fitness	4	College Woods & other sites	Saturdays	TBD	1:00PM - 2:30PM	20-25
Family Nature Walks Explore nature, identifying birds and plants along the way, and use a cool nature app!	3	Quinnipiac River & Edgewood	Saturdays	TBD	10:00am - 11:30am	20-25
Painting & Planting - Paint & decorate your own clay pot and then plant bulbs. Play interactive games with prizes	2	NHPS School	TBD	TBD	12:00 - 1:30PM	15-20
Family Photo Shoot / Fotografia al Aire Libre Join talented photographer Chike ljeh. Chike will capture beautiful images and memories of your family.	2	Parks	Sundays	TBD	1:00PM - 3:30	25-30
Photography Outdoors Bring your camera or cell phone and learn techniques on taking outdoor photography from professional a photographer.	ω	Parks	Saturdays	TBD	10:00AM - 12:00PM 1:00PM - 3:00PM	15-20
"Make It - Take It" Read Aloud An interactive read aloud and a "Make It - Take It" activity. Activity that ties in with book read, take home art project and abook	ω	Schools & Atwater	Saturdays	TBD	10:00am - 12:00pm	20-25
Soccer Camps Participants will learn various soccer techniques and sharpen their skills.	3	East Shore Park Soccer Fields	Saturdays	TBD	9:30-11:00AM	20-25

80	11:30AM	TBD	Fridays	Atwater	2	Mexican Folkloric Dance & Sungung - Tere Luna will sing, dance, and perform a variety of folkloric music from Mexico.
20-25	11:00AM	TBD	Saturday & Sunday	TBD	2	Family Affirmations & Healing: Families will partake in healing activities which allow everyone to embrace, heal, unlearn, and relearn through shared experiences. Activities include expression painting, creating affirmation jars, and games.
12	11:00AM	TBD	Saturdays	8 Arthur Street 15 James St.	4	The Importance of Bees Suit up and take part in a live hive check and learn why bees are vital!
20-25	11:00 AM	TBD	Saturdays & Sunday	Sound School	3	"OUR SOUND" - Marine Ecology & Environment Learn about issues we have created on our coasts. Discover exciting research initiatives to address these issues.

TOTAL SESSIONS

82

GRAND TOTAL 82 \$650 each \$53,300



ARTE Inc. Demographics / Counts 2022

Race / Ethnicity of Participants by %

Asian 1

Black 30

Latinx 60

White 8

Multi 1

Male / Female

Male 52%

Female 48%

Program Participation

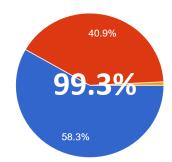
Summer of Fun 2022	1167
Saturday Academy	104
After School	267
Hispanic Heritage	576
Orfeon Choir	450
Workshops	183

2022 STUDENT SURVEYS

143 Respondents

- Strongly Agree / Totalmente de acuerdo
- Agree / Estar de acuerdo
- Disagree / Discrepar

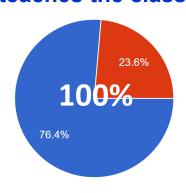
I like going to the program.



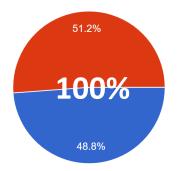
We have fun in the program.



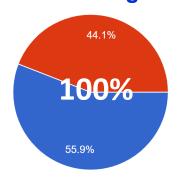
I like the way the teacher teaches the class.



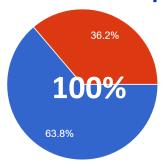
I think After School Programs are really important.



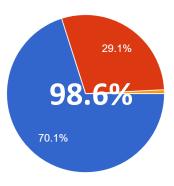
I learned new things & Skills.



I liked the activities & projects.



I feel the teacher cares about me.

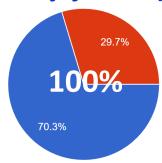


2022 PARENT SURVEYS 97 Respondents

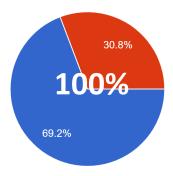


- Agree / Estar de acuerdo
- Disagree / Discrepar

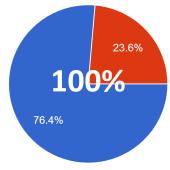
My child enjoyed the program



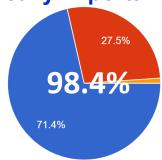
I like the way the teacher taught the program.



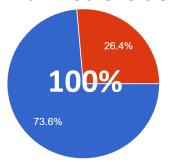
Children need after-school programs like this.



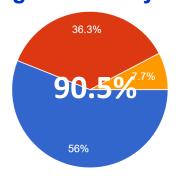
I think these programs are really important.



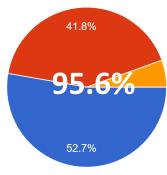
My child liked the activities.



I need after-school programs for my child.



My child's attitude improved.



Summer of Fun 2022 - Survey Results

FREE Summer of Fun '22 July 9 - August 20

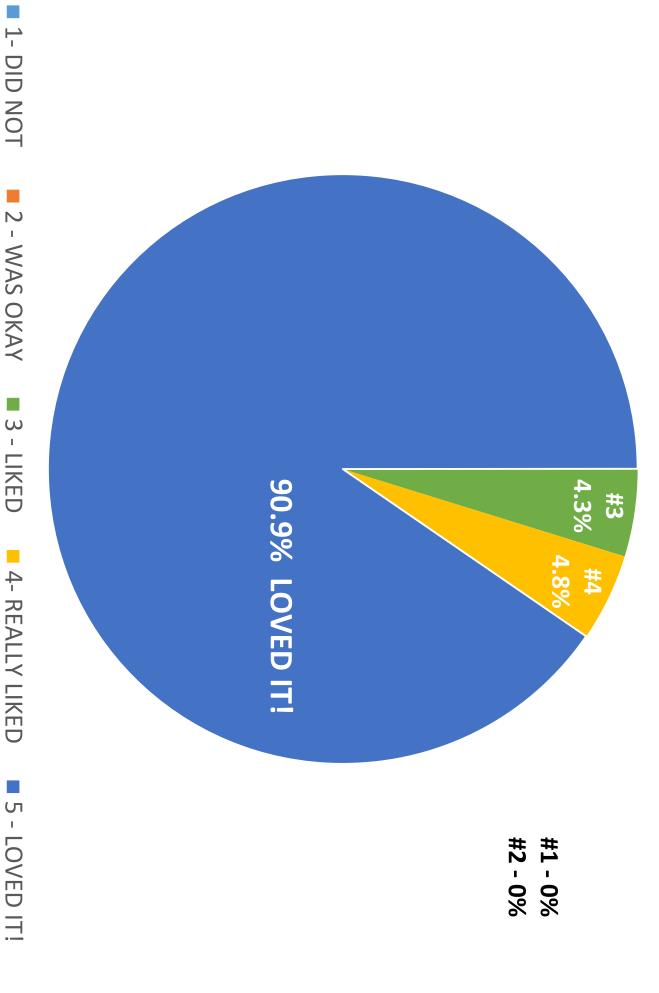


Inc.

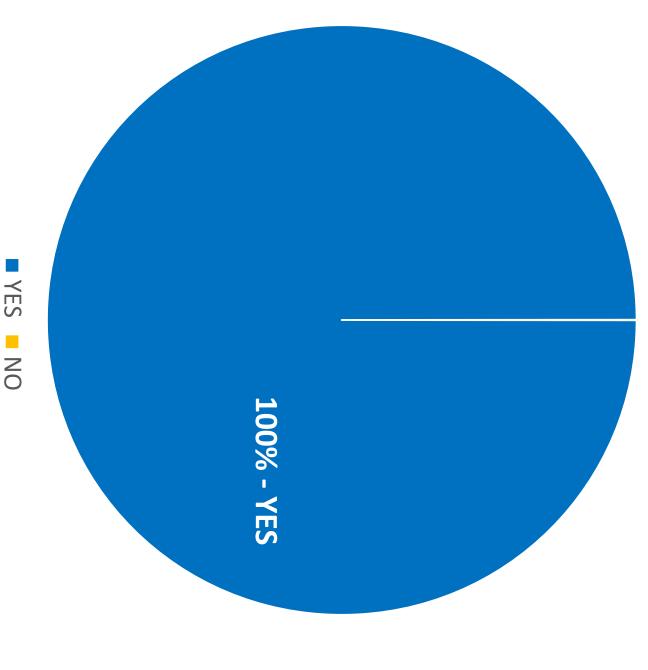
SOF survey results do not include written answers. If needed let us know.

Scan the QR code or visit website to register.

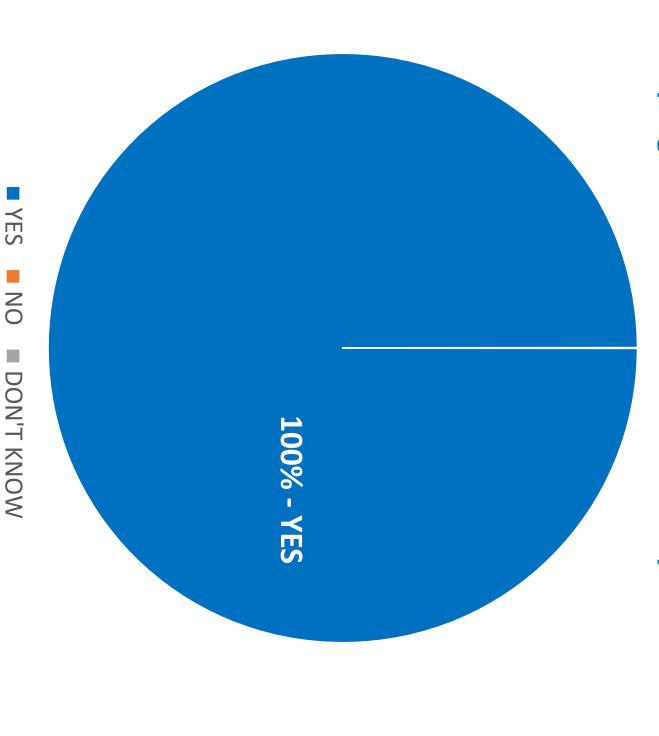
Did your child(ren) and family enjoy the programs?



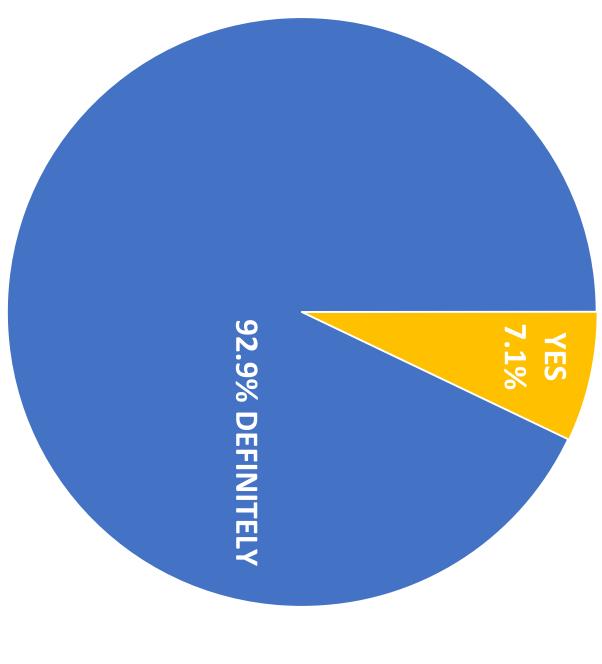
Was it fun spending time with your family?



Should programs like this be offered every summer?







■ UNSURE ■ NO ■ MAYBE ■ YES ■ DEFINITELY



Why is Saturday Academy important?

It helps all kids, and it's very inclusive. There is such a variety of helpers and teachers and they help other students get jobs teaching us.

What do you like about Saturday Academy?

The teachers are great and really inspire you to get into your craft. They encourage you to learn even more outside of the class and even provide snacks and food if you need it.

If you had one Super Power what would it be?

Telekinesis

How will you make the world a better place?

Become president to makes things equal and build more homeless shelters.

What do you want to be when you grow up?

President, Doctor, Artist, or Teacher



SCHOOL: Benjamin Jepson

FAVORITE SUBJECT: Social Studies

FAVORITE FOOD: Pizza

FAVORITE MUSIC: Musicals (like Hamilton)
HOBBIES: Watching full TV series and animes



Why is Saturday Academy important?

It provides a chance to get introduced to new instruments that we may never have had the opportunity to play.

What do you like about Saturday Academy?

I love the presentations at the end of class.

If you had one Super Power what would it be?

Teleportation

How will you make the world a better place?

It will be hard, but I will work to end world hunger.

What do you want to be when you grow up?

Aeronautical Engineer working with NASA.



SCHOOL: Homeschooled
FAVORITE SUBJECT: Math
FAVORITE FOOD: Cheeseburgers
FAVORITE MUSIC: Hip Hop and Rock
HOBBIES: Making my own music and drawing
ACADEMY CLASS: Guitar

10 years old Funny, Kind, Talented

Why is Saturday Academy important?

Saturday Academy is awesome! We can all be ourselves and everyone is so nice and I wouldn't be able to practice my guitar without it.

What do you like about Saturday Academy?

I like that we all do what we like without judgement.

If you had one Super Power what would it be?

Shape shift

How will you make the world a better place?

Stop climate change.

What do you want to be when you grow up?

FIFA player or Music Producer



Why is Saturday Academy important?

I love learning new things about different subjects.

What do you like about Saturday Academy?

I like to practice our pieces and present to others.

If you had one Super Power what would it be?

Super Speed

How will you make the world a better place?

I could be an engineer when I get older, so I could engineer good stuff for the environment.

What do you want to be when you grow up?

Scientist



SCHOOL: Amistad Academy
FAVORITE SUBJECT: Reading & Writing
FAVORITE FOOD: Mac and Cheese
FAVORITE MUSIC: Michael Jackson & Beyonce
Favorite Color: Blue
ACADEMY CLASS: Art

8 years old Kind, Nice, Friendly

Why is Saturday Academy important?

I like making new friends that also like to make art.

What is your favorite art medium?

Markers are my favorite.

If you had one Super Power what would it be?

To be able to make things disappear

How will you make the world a better place?

Tell people to stop littering to keep the world clean.

What do you want to be when you grow up?

Police Officer

What is one hobby/skill you picked up during COVID?

Legos, I like to build everything!