



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Please Type**

Contractor full name: Clifford W. Beers Guidance Clinic, Inc.

Doing Business As, if applicable: Clifford Beers Guidance Clinic

Business Address: 93 Edwards Street, New Haven, CT

Business Phone: (203) 777-8618

Business email: ifilippi@cliffordbeers.org

SS# OR Tax ID #:

Funding Source & Acct # including location code: Head Start Basic Carry-over  
2532 6326 56694 Location 0443

Principal or Supervisor: Mary Derwin

Agreement Effective Dates: From 08/14/2023 to 6/30/2024

School year rate: \$90,361 for 10-month SY per FT mental health clinician 35 hrs. per week

Total amount: \$180,722

Description of Service: This contract will provide Head Start students, families, and staff direct interventions in the area of mental health support as detailed in the Head Start Performance Standard 1302.45. The contract provides for two embedded Mental Health clinicians who will provide services to the Head Start classrooms at the Dr. Mayo School, John Martinez, Lincoln Bassett, Fair Haven, Benjamin Jepson and Truman School.

Submitted by: Mary Derwin Phone: 203-980-5065



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Mary Derwin  
**Date:** June 6, 2023  
**Re:** Clifford Beers Mental Health Contract

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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:** Clifford W. Beers Guidance Clinic, Inc.

2. **Description of Service:**

This contract fulfills the required Head Start Performance Standard 1302.45:

Head Start Performance Standard 1302.45 states:

(a) *Wellness promotion.* To support a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health, a program must:

(1) Provide supports for effective classroom management and positive learning environments; supportive teacher practices; and, strategies for supporting children with challenging behaviors and other social, emotional, and mental health concerns;

(2) Secure mental health consultation services on a schedule of sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner;

(3) Obtain parental consent for mental health consultation services at enrollment; and,

(4) Build community partnerships to facilitate access to additional mental health resources and services, as needed.

(b) *Mental health consultants.* A program must ensure mental health consultants assist:

(1) The program to implement strategies to identify and support children with mental health and social and emotional concerns;

(2) Teachers, including family child care providers, to improve classroom management and teacher practices through strategies that include using classroom observations and consultations to address teacher and individual child needs and creating physical and cultural environments that promote positive mental health and social and emotional functioning ;

(3) Other staff, including home visitors, to meet children's mental health and social and emotional needs through strategies that include observation and consultation;

(4) Staff to address prevalent child mental health concerns, including internalizing problems such as appearing withdrawn and externalizing problems such as challenging behaviors; and,

(5) In helping both parents and staff to understand mental health and access mental health interventions, if needed.

(6) In the implementation of the policies to limit suspension and prohibit expulsion as described in [§1302.17](#).

3. **Amount** of Agreement and hourly or annual cost per clinician: \$90,361 approx. \$65.00/hr.  
Total: \$180,722
4. **Funding Source** and account number: Head Start Basic Carry Over Grant 2532 6326 56694  
Location 0443

5. **Continuation/renewal or new Agreement?**

**Answer all questions:**

- a. If continuation/renewal, has the cost increased? This is a renewal of a contract. The hourly rate has not increased.
- b. What would an alternative contractor cost: \$200 per hour
- c. If this is a continuation, when was the last time alternative quotes were requested?  
Alternative quotes were requested in December 2019 as well as June 2020. It is difficult to find providers that have expertise in early childhood (ages 3-5 years).
- d. For new or continuation: is this a service existing staff could provide. If no, why not?  
Currently, we do not have qualified mental health clinicians on staff that can provide this service.

6. **Type of Service:**

**Answer all questions:**

- a. Professional Development
  - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? There is a component of professional development in the area of Trauma Informed Practice, De-escalation, Creating Trauma Informed Spaces, Strength Based Language, and Working with Traumatized Families. We do not have staff with training and expertise in these areas.
- b. After School or Extended Hours Program? No
- c. School Readiness or Head Start Programs? Head Start Program
- d. Other: (Please describe)

7. **Contractor Classification:**

**Answer all questions:**

- a. Is the Contractor a Minority or Women Owned Business? The CEO is a woman.
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? Local Nonprofit
- d. Is the Contractor a public corporation?
- e. Is this a renewal/continuation Agreement or a new service? Renewal
- f. If it is a renewal/continuation has cost increased? If yes, by how much? Yes, because we have added a second clinician, however, the hourly rate has not increased. Length of service has increased as the clinicians will start at the beginning of the school year.

Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:

The contract contains coaching of Head Start classroom staff so that they are able to see the strategies they have learned in professional development modeled, and employ them in their daily student interactions, with guidance and supportive feedback. This allows for the eventual exit of clinicians in the classroom and allows for additional individual supports to staff and families.

## 8. Contractor Selection:

### Answer all questions

What specific skill set does this contractor bring to the project? If a new contractor, please attach a copy of the contractor's resume.

Clifford Beers is a recognized expert in trauma informed care and trauma training in the schools. The agency has a documented history of demonstrated outcomes for their interventions and their trainings. They have supported multiple schools in adopting trauma informed care by both embedding staff as well as training teachers and paraprofessionals to adopt trauma informed interventions to support children in need. For the past several years, Clifford Beers has been contracted by New Haven School Readiness to provide trauma informed consultations and interventions in multiple daycare centers across the New Haven and Greater New Haven area. Clifford Beers has trained and continue to be called upon to train school personnel throughout the state in how to recognize trauma symptoms and respond in a manner that restores relationships and supports both students and staff. Their training program is designed to build capacity in school personnel to work with students and families impacted by adversities and chronic stress. The program includes trainings on self-care and resilience building in order to decrease burnout or compassion fatigue in staff.

- a. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? Bids were requested from different contractors last year. Clifford Beers was the only contractor that could meet all the Head Start Standards requirements. Yale Child Study partnered with Gesell at Yale: Program in Early Childhood but they could not guarantee a clinician. During the 22-23SY the program wishes to continue services with the same clinician to provide continuity of care for all stakeholders.
- b. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: The Head Start Program has been working since December of 2019 to find a mental health provider that could service all our needs. It has been very difficult. We have reached out to independent clinicians and the amount of time that is required to fulfill our need was not realistic. Clifford Beers provided some remote services during the 20-21 SY but was embedded in the Head Start program during the 2021-2022 SY. The clinician's performance was very positively received, and she represented the program very effectively and professionally during the Head Start Fiscal Reviews. During the 2022-2023 SY the mental health needs grew exponentially, requiring the program to add another clinician.

## 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?  
Clifford Beers will be delivering direct interventions to students in need of mental health support through a push in and/or pull-out model. Family support will also be provided. Clinicians will also support classroom staff in dealing with disrupting behavioral issues, provide procedures and guidelines for teachers/paraprofessionals to effectively address serious emotional issues in children, support the practice of trauma informed interventions in the school as well as

participate in faculty meetings to support staff working with the children and the families. Clinicians will assess children and refer them to the appropriate level of care and support in the community as needed. Clinicians will also meet and engage with families to provide support and connect to appropriate community-based services. Contractor's performance will be evaluated using multiple measures; through number of children and families triaged, staff evaluations upon completions of trainings, log of hours and services rendered, and parental/family feedback.

- b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness. This is a renewal contract to continue the services and relationship established with Clifford Beers, and the embedded mental health clinician, Julia Redman. The Director receives monthly service reports from the clinician as well as case notes entered into the ChildPlus Management System. These are confidential documents. The staff evaluation is very highly rated and additional services were requested.
- c. How is this service aligned to the District Continuous Improvement Plan? The emotional and behavioral need of preschoolers is best met through coordinated services that focus on the full environment of relationships, including parents, extended family members, providers of early care and education and/or mental health professionals. Better coordination of resources invested in mental health services for young children would provide a more stable and efficient vehicle for assuring access to effective prevention and treatment programs

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

This agreement is fiscally sound as three competitive quotes were sought and two were obtained. Obtaining mental health consultants that service the ages of 3 years to 5 years is difficult. This contract will provide continuity of care for children and families by retaining the same embedded mental health clinician that they have developed positive relationships with during the 2022-2023 school year while expanding services to the satellite sites based upon need.

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

This agreement needs to be approved in order for the Head Start program to become compliant in the area of Mental Health and to ensure continuation of this grant.

NEW HAVEN PUBLIC SCHOOLS

**AGREEMENT**

By And Between

The New Haven Board of Education

AND

Clifford W. Beers Guidance Clinic, Inc.

**FOR DEPARTMENT/PROGRAM:**

NHPS Early Learning Department: Head Start Program

This Agreement, entered into July 10, 2023, effective as of August 14, 2023 (the "Effective Date"), is made by and between the New Haven Board of Education (the "Board") and Clifford W. Beers Guidance Clinic Inc., also known as Clifford Beers Community Care Center, located at 93 Edwards Street, New Haven CT. 06511 ("Contractor" or "Clifford Beers").

Compensation: The Board shall pay Contractor for satisfactory performance of required services in the amount of \$180,722 to be paid in three installments of \$60,240.67 each on September 15, 2023, January 15, 2023, and May 15, 2024.

The maximum amount Contractor shall be paid under this agreement: one hundred eighty thousand, seven hundred twenty-two dollars \$180,722. Compensation will be paid upon submission of an itemized invoice which includes a detailed description of work performed and dates of service.

Fiscal support for this Agreement shall be by Head Start Program of the New Haven Board of Education, Basic Carry-over Funds Account Number 2532-6326-56694 Location 0443

This Agreement shall remain in effect from the Effective Date through 6/30/2024.

**SCOPE OF SERVICE:** Please provide a brief summary of service to be provided. See Exhibit A attached.

Clifford Beers proposes to provide services for the New Haven Head Start Public Schools Head Start Program for the academic 2023-2024 school year. The services to be delivered cover a period of ten (10) months, starting in August 2023, through June 25, 2024.

Clifford Beers will provide - two (2) embedded Mental Health Clinicians who will each provide thirty-five (35) hours of services in the Head Start classrooms at the following schools: Dr. Mayo School, Fair Haven School, Lincoln-Bassett, Truman School, J. Martinez School and Jepson School.

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.

DocuSigned by:  
*Alice Forester*  
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Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

6/2/2023  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Alice Forester PhD; Chief Executive Officer  
\_\_\_\_\_  
Contractor Printed Name & Title



EXHIBIT A

Clifford Beers' Scope of Service for Collaboration  
with the New Haven Board of Education Head Start New  
Haven

Cost:

180,722 Services:

2 Full time clinicians either on site, virtual, and/or  
in the home [offering coaching for teachers, trainings,  
and direct care with kids and families] Supervisory  
oversight to ensure quality of care

Clifford Beers Clinic proposes to continue to provide weekly services for NHPS Head Start across multiple sites in New Haven, CT for the Academic Year 2023/2024. The proposal covers services for the full Academic Year, beginning at the end of August 2023 and ending in June 2024.

Clifford Beers will provide clinical services including direct clinical work with children and families, parent outreach, referral linkage and professional trainings and coaching for staff. Services will be delivered in person in the centers [if available], hybrid/virtual if necessary due to possibly uncertainties of the COVID pandemic and/or in the home [as indicated]. All activities will follow the Health and Safety mandates from the CDC, the state and city of New Haven, as well as the policies of Clifford Beers.

Services:

a. Consultation and Coaching provided:

- a. Discuss specific, classroom -disrupting behavioral issues that teachers/para professionals are facing and provide feedback and alternative solutions.
- b. Discuss more general procedure and guidelines for how to effectively address serious emotional issues in children
- c. Support the practice of trauma informed interventions in the school
- d. Participate in staff meetings to support teachers and para professional working with the students and families

b. Assessment, Referrals and Family Support



- a. The clinician will assess children and provide school-based clinical support [with parent/guardian consent].
- b. As needed, the clinician will meet and engage with families to provide support and connect to appropriate community-based services.
- c. Refer to the appropriate level of care and support in the community as indicated.
- c. Push Ins and Pull Outs
  - a. Embed in or "push in "specific classrooms to provide direct support to teachers, in the form of consultation/coaching and
  - b. Provide direct interventions to students in need of support
  - c. Students may be intermittently "'pulled out" from classrooms for stress reduction and calming activities.
- d. Training

Trainings will be offered either in person or online to teachers, paraprofessionals and parents on the impact of trauma on young children and families and the needs for trauma-informed care
- e. Groups
  - a. As needed, the clinicians could provide group activities such as mindfulness, therapeutic play, and others as needed to children in the classroom.

#### Data Collection

Clifford Beers will collect and report on a quarterly basis the following data:

1. Number of consultation Coaching Provided
2. Hours worked
3. Number of trainings provided
4. Number of children and families triaged [assessed and referred for external services]
5. Outcome data on any group intervention delivered.

The intent of this proposal is to promote a collaboration between Clifford Beers and Head Start New Haven and build more capacity within Head Start to offer trauma informed practices within their sites.

2023-2024 School Year

<u>Expense</u>		2 FTEs	
STAFF POSITIONS			
Master Level Licensed Clinician	\$70,750.00	0.75	\$53,063
Master Level Licensed Clinician	\$70,750	1.00	\$70,750
<u>FRINGES</u>	24.00%		\$29,715
<u>Total Salary &amp; Benefits Personnel</u>			<u>\$153,528</u>

<u>Expense</u>			
Electronic Health Record System			\$1,000
Supplies			\$1,222
Telephone			\$500
Virtual platform			\$20c
Travel			\$70c
		\$3,622	
<u>Total Direct Cost s</u>			<u>\$157,150</u>

<u>Administrative I Indirect Cost</u>	15.00%	\$23,572
		<u>\$180,722</u>

Grant Request      \$180,722

Clifford Beers is now an affiliate of Clifford Beers Community Health Partners. As part of Clifford Beers Community Health Partners affiliated organizations, its new name is Clifford Beers Community Care Center. To learn more, visit our new website at <https://cliffordbeersccc.org/>.

Clifford Beers Community Care Center | 93 Edwards St, New Haven, CT 06511 | P: (203) 772-1270 | F: (203) 785-0617

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. Stats 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.

