



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

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

Doing Business As, if applicable:

Business Address: 93 Edwards Street New Haven CT 06511

Business Phone: 203 772-1270

Business email: info@cliffordbeers.org

Funding Source & Acct # including location code:

- ESSER II: 2552-6364-56697-SS34 (\$257,400.00)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From July 1, 2023, To September 30, 2023.

Hourly rate or per session rate or per day rate:

- 150 students at a cost of \$429 per student a week, 4 weeks of sessions (\$64,350 a week, 7- hour sessions

Total amount: \$257,400.00

Description of Service:

- Clifford Beers will provide (150) students from New Haven Public Schools access to Camp Farnam during the 2023 summer camp season. For decades, Camp Farnam has provided children from inner-city and urban environments a unique opportunity to experience community building and social enrichment activities in a 72-acre, rugged outdoor environment located in Durham, CT. At Camp Farnam campers engage in hands-on learning, outdoor sports, nature-based activities, social development, and other recreational activities they would not normally be exposed to. In addition, Camp Farnam provides social-emotional learning, team-building, mindfulness, and wellness activities to help improve the health, resiliency, and quality of life of every camper. Unlike other summer camps, Camp Farnam recognizes that each child's circumstances are unique and that the well-being of both the child and family must be considered in the design and implementation of its programs and services. NHPS will cover transportation for students to arrive at Camp Farnam programs and services.

Submitted by: Gemma Joseph Lumpkin

Jubie Lopez

Phone: 475-220-1734

8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee

From: Gemma Joseph Lumpkin

Date: May, 17th, 2022

Re: Clifford W. Beers Guidance Clinic Inc.

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:**

- Clifford Beers will provide (150) students from New Haven Public Schools access to Camp Farnam during the 2023 summer camp season. For decades, Camp Farnam has provided children from inner-city and urban environments a unique opportunity to experience community building and social enrichment activities in a 72-acre, rugged outdoor environment located in Durham, CT. At Camp Farnam campers engage in hands-on learning, outdoor sports, nature-based activities, social development, and other recreational activities they would not normally be exposed to. In addition, Camp Farnam provides social-emotional learning, team-building, mindfulness, and wellness activities to help improve the health, resiliency, and quality of life of every camper. Unlike other summer camps, Camp Farnam recognizes that each child's circumstances are unique and that the well-being of both the child and family must be considered in the design and implementation of its programs and services. NHPS will cover transportation for students to arrive at Camp Farnam programs and services

3. **Amount** of Agreement and hourly or session cost: \$257,400.00

- 150 students at a cost of \$429 per student a week, 4 weeks of sessions (\$64,350 a week, 7-hr. sessions).

4. **Funding Source** and account number:

- ESSER II: 2552-6364-56697-SS34 (\$257,400.00)

5. Approximate number of staff served through this program or service: 0

6. Approximate number of students served through this program or service: 150

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.
- b. What would an alternative contractor cost?
 - i. Alternative contractors offering summer camp initiatives range from \$600-\$900 per student a week.
- c. If this is a continuation, when was the last time alternative quotes were requested?
 - i. May 2023 RFQ process
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
 - i. The number of students served requires an organization with extensive mental health expertise and infrastructure to ensure the professional and proper facilitation of specific programming, activities, and engagement in the activities offered.

8. 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?
- 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. No
- 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. No
- 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. The Clifford Beers Staff provides youth the opportunity to learn and practice many skills which promote social success - teamwork, conflict resolution, problem-solving, and self-regulation. Clifford Beers will also provide extensive opportunities for NHPS students to participate in activities that promote physical movement and positive interaction. Participants will be engaged in games and group challenges and are given the opportunity to reflect on what they accomplished and what remains to work on. The camp will also promote positive expression through arts and crafts activities.
 - ii. <https://cliffordbeersccc.org/>
- 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. The Clifford Beers organization was selected due to providing extensive services for NHPS students in the past. They are extensively trained and equipped to provide the support outlined in the scope of service and have served as a reliable NHPS partner on several occasions.
- d. Who were the members of the selection committee that scored bid applications?
 - i. Christian Tabares, Dianne Stewart, Adrienne Douglas, Arthur Edwards, Jose Camacho, Frankie Roman, 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?
 - i. The contractor will provide essential programming and critical support at a reputable and safe site during Summer Break. The contractor will be measured by the APT tool which assesses ESH site staff, programming, safety, and interactions during the program. NHPS assigns an experienced staff to complete the assessment tool.
- 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. This service provides activities and supports focused on health and wellness, self-esteem, and social and emotional development which promote and support NHPS students and family's positive choices, engagement, and attendance.

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

- a. This is a fiscally sound agreement based on the need for the services during a critical time for students and families. The rate is competitive and provides essential services for NHPS students and families. This agreement provides much-needed activities and supports focused on health and wellness, self-esteem, and social and emotional development in a safe environment NHPS staff, students, and families are familiar with.

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

- a. NHPS students will have an overwhelming amount of time to engage in other negative activities during the recess periods. NHPS students may be at their homes or involved in unsafe activities without proper supervision which may place them at risk during the recess periods.

Rev: 8/2021



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

(Clifford W. Beers Guidance Clinic Inc.)

FOR DEPARTMENT/PROGRAM:

(Youth, Family, and Community Engagement)

This Agreement entered into on the 16th day of May 2023, effective (no sooner than the day after Board of Education Approval), the 1st day of July 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, Clifford W. Beers Guidance Clinic Inc. located at, 93 Edwards Street 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 \$64,350.00 per Week, for a total of 4 Weeks.

The maximum amount the contractor shall be paid under this agreement: Two Hundred and Fifty-Seven Thousand, Four Hundred Dollars (\$257,400.00). 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 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 July 1, 2023, to September 30, 2023

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

- Clifford Beers will provide (150) students from New Haven Public Schools access to Camp Farnam during the 2023 summer camp season. For decades, Camp Farnam has provided children from inner-city and urban environments a unique opportunity to experience community building and social enrichment activities in a 72-acre, rugged outdoor environment located in Durham, CT. At Camp Farnam campers engage in hands-on learning, outdoor sports, nature-based activities, social development, and other recreational activities they would not normally be exposed to. In addition, Camp Farnam provides social-emotional learning, team-building, mindfulness, and wellness activities to help improve the health, resiliency, and quality of life of every camper. Unlike other summer camps, Camp Farnam recognizes that each child’s circumstances are unique and that the well-being of both the child and family must be considered in the design and implementation of its programs and services. NHPS will cover transportation for students to arrive at Camp Farnam programs and services.

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

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 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 Forrester
806A22500DFB4CA...

Contractor Signature

President
New Haven Board of Education

05/16/2023

Date
Alice Forrester

Date

CEO

Contractor Printed Name & Title

Revised: 8/2021



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

STUDENT DATA PRIVACY AGREEMENT SPECIAL TERMS AND CONDITIONS

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. § 10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student- generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.



Proposal for Summer 2023 Services

Scope of Services

Farnam Neighborhood House seeks to provide students (ages 6-17) from New Haven Public Schools access to our newly renovated Camp Farnam during the 2023 summer camp season. For decades, Camp Farnam has provided children from New Haven with the unique opportunity to experience community building and social enrichment activities at our 72 acre, rugged outdoor camp located in Durham, CT. At Camp Farnam, campers can engage in hands-on learning, outdoor sports, nature-based activities, social development, and other outdoor recreational and enrichment activities. Additionally, Camp Farnam provides social-emotional learning, team-building, mindfulness, and wellness activities to help improve the health, resiliency and the quality of life for every camper. Unlike other summer camps, Camp Farnam recognizes that each child's circumstances are unique and that the well-being of both the child and family must be considered in the design and implementation of its programs and services. Camp Farnam will offer the following recreational activities for the 2023 Camp Season:

- **Swimming Instruction / Lifeguard Training:** Swimming instruction and pool access for campers. Additionally, Farnam provides a Lifeguard Training Boot Camp to teach youth to become lifeguards, regardless of previous experience and/or ability in the water. The program offers an opportunity for youth to become lifeguard certified and work towards a professional certification with job placement.
- **Art / Music Programs:** Farnam invites New-Haven based musicians and artists to share their talent and provide a creative haven for youth to experience hands-on, process oriented art and music in a safe and nurturing environment. Youth will have the opportunity to experience many creative outlets such as painting, singing, songwriting, splatting, spinning, strumming or drumming, as well as showcase and performance opportunities. Art and music play a critical role in community building, social justice advocacy, youth development, health and wellness. Our goal is to provide a safe space for individuals to express themselves, including those who may be struggling with anxiety, stress or self-confidence and help them reach their full creative potential.
- **Mentoring:** Connecting youth with positive role models can make a significant difference in the lives of those served. By sharing fun activities and exposing youth to new experiences, mentors encourage positive choices, promote high self-esteem, and support camper achievements.



- **Mindfulness Practices:** Designed to help increase our youth’s capacity to learn effectively, manage emotions, regulate behavior, and achieve personal success. Activities may include deep breathing, meditation, yoga, gratitude exercises, and sensory recognition exercises.
- **Social Skills Circles:** Designed to address vital social skills such as engagement, accepting differences, communications, and conflict resolution. Skills are taught in a fun and interactive setting.

Additional activities may include, but are not limited to: photography, community service projects, martial arts, and robotics.

Price Per Session

Camp Farnam charges \$429 per student, per week

Number of Students

Camp Farnam welcomes up to 200 students per week for four weeks. The total number of campers we are able to serve for summer 2023 will be 800 campers.

Duration

Monday-Friday, from 8:00 am – 3:00 pm from July 3, 2023 – July 28, 2023.

Age/grade groups of students

The target population for Camp Farnam is students in grades K – 12th (ages 6-17) attending New Haven Public Schools. A Counselor in Training (CIT) program is offered for students in grades 10-12 (ages 15-17).



End of Year Reporting for Farnam Neighborhood House Programming

Farnam Neighborhood House, a program of Clifford W. Beers Guidance Clinic, Inc. (also known as Clifford Beers Community Care Center) has expanded its partnership with New Haven Public Schools (NHPS) over the last several years by providing spring and winter Fun Clubs, Saturday Academy, as well as a summer recreation program at Camp Farnam. Together with NHPS, we've provided programming for approximately 2,000 NHPS students and their families. Please note there may be students who participate in multiple programs and our counts are not mutually exclusive.

Saturday Academy (October 2022-June 2023)	125 students per site at 3 sites = 375 per week; The Saturday Academy program takes place over twenty-five (25) Saturdays
Farnam Camp (July 2022)	400 campers (100 campers per week for four weeks in Summer 2022)
Farnam Camp Family Fun Days (August 2022) <i>Day of fun at Camp Farnam for New Haven Public Schools Families.</i>	300 families (100 families per day for three days August 2022)
Fun Clubs <i>Provided access to a variety of enrichment, social-emotional, and recreational activities during school break for New Haven Public Schools students.</i>	2022 Winter and Spring Fun Clubs served over 600 NHPS students. 2023 Spring Fun Clubs at Beecher, FAME, WEXLER Grant, and Roberto Clement from April 10, 2023 - April 14, 2023 from 8 am – 3 pm served approximately 500 students.