



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

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

**Please Type**

Contractor full name: Teachers College, Columbia University

Doing Business As, if applicable:

Business Address: 525 West 120<sup>th</sup> Street, Box 8, New York, NY 10027

Business Phone: 212-678-3935

Business email: [mineo@tc.columbia.edu](mailto:mineo@tc.columbia.edu)

SS# OR Tax ID #: 13-1624202

Funding Source & Acct # including location code: Edgewood: Magnet 17-22 Edgewood Creative STEM, Acct # 2517-6253-56694-0012 (\$3,000); Davis: Magnet 17-22 Davis Academy Arts & Design Acct # 2517-6254-56694-0009 (\$3,000); King/Robinson: Magnet 17-22 King/Robinson IB STEM Acct # 2517-6256-56694-0030 (\$3,000).

Principal or Supervisor: Michele Bonanno

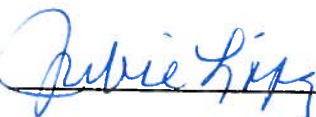
Agreement Effective Dates: From 12/14/20 To 06/30/21

Hourly rate or per session rate or per day rate: \$3,000/school (3 schools)  
Total amount: \$9,000

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

This winter's targeted work will focus on transferring student-centered/social learning approaches online, and will assist Magnet Resource Teachers and classroom teachers in reimagining their existing Magnet units for remote or hybrid contexts.

Submitted by:



Phone:

8-1483



NEW HAVEN PUBLIC SCHOOLS

Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Michele Bonanno  
**Date:** November 16, 2020  
**Re:** Teachers College, Columbia University Agreement

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Please **answer all questions and attach any required documentation as indicated below.** Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** *Teachers College, Columbia University*
2. **Description of Service:** *The University will focus on transferring student-centered/social learning approaches online, and will assist Magnet Resource Teachers and classroom teachers in reimagining their existing Magnet units for remote or hybrid contexts.*
3. **Amount of Agreement and hourly or session cost:** *Total agreement \$9,000 \$3,000/school (3 schools)*
4. **Funding Source and account number:** *Magnet 17-22 Edgewood Creative STEM Acct # 2517-6253-56694-0012 \$3,000; Magnet 17-22 Davis Academy Arts & Design Acct # 2517-6254-56694-0009 \$3,000; Magnet 17-22 King/Robinson IB STEM Acct # 2517-6256-0030 \$3,000*
5. **Continuation/renewal or new Agreement?** This is a new service.  
**Answer all questions:**
  - a. If continuation/renewal, has the cost increased? If yes, by how much? *No, decreased.*
  - b. What would an alternative contractor cost: *This contractor was vetted as part of the New Haven's application for the MSAP Grant. We have not explored the cost of this service with another vendor as this vendor is the approved contractor.*
  - c. If this is a continuation, when was the last time alternative quotes were requested? *We have not sought out additional quotes.*
  - d. For new or continuation: is this a service existing staff could provide. If no, why not? *No, the service cannot be provided internally by the district staff at this time. The selected vendor is approved by the Department of Education to align STEM with the core curriculum. They will work with the district staff to build capacity so we can sustain this work over time.*
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? *At this time we do not have existing staff to provide professional learning for implementing STEM and PBL through*

*remote and hybrid learning. It is the goal of the MSAP grant to build teacher capacity over the grant years so in time we will have the internal capacity to provide services like these.*

- b. After School or Extended Hours Program? *No*
- c. School Readiness or Head Start Programs? *No*
- d. Other: (Please describe)

**7. Contractor Classification:**

**Answer all questions:**

- a. Is the Contractor a Minority or Women Owned Business? *No, this is a University Partner.*
- b. Is the Contractor Local? *No*
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? *This is a University partner located in New York.*
- d. Is the Contractor a public corporation? *No*
- e. Is this a renewal/continuation Agreement or a new service? *A new service.*
- f. If it is a renewal/continuation has cost increased? If yes, by how much? *No.*
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: *Yes, one of the goals of the MSAP Grant is to build teacher capacity. We do this by providing a minimum of 50 hours of professional development in magnet theme instruction each year of the grant.*

**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. *The specific skill set that the contractor brings to the project is mastery in Understanding to the creation of innovative learning environments for all students. They recognize technology as a catalyst for transforming instruction and thus engage in research and practice to reimaging approaches to equitable education in the digital age.*
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? *The Center for Technology and School change at Teacher's College, Columbia University is a sole source for the outlined professional development workshops.*
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: *Contractor selection was outlined in the approved Federal Magnet Grant and was vetted by the Department of Education.*

**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? *This specific need that the contractor will address is to increase teacher's knowledge and skills in 1) core math and science content and concepts based on the CCSS in Math and Next generation Science standards; 2) the design of interactive, student centered STEM projects and learning environments; 3) use of the state of the art, real world technology to enhance math, science and STEM projects; 4) use of formative assessment and data analysis to better understand student knowledge and skills.*
- b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness.
- c. How is this service aligned to the District Continuous Improvement Plan? *This service is strategically aligned with school goals because as currently funded magnet*

*schools, our goal is to provide 50 hours of high quality professional development for out teacher in magnet themed curriculum development. This service will give our teachers the knowledge and skills necessary to design magnet themed curriculum for our students.*

10. Why do you believe this Agreement is fiscally sound? *This agreement is fiscally sound because as a part of the Magnet School Assistance Program, our schools are required to provide teachers with 50 hours of professional development with magnet theme curriculum development. Approval by the Board of Education will help us to meet our goal for hours and appropriated, unique and engaging curriculum for our students.*
11. What are the implications of not approving this Agreement? *If we do not approve this agreement, we will not be in compliance with the requirements of the MSAP Grant to build teacher capacity and implement specialized curriculum.*

**Rev: 8/10/2020**



NEW HAVEN PUBLIC SCHOOLS

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

**Teachers College, Columbia University**

FOR DEPARTMENT/PROGRAM:

**Edgewood Creative Thinking through STEAM**  
**Davis Academy for Arts & Design Innovation**  
**King/Robinson IB STEM**

This Agreement entered into on the 16<sup>th</sup> day of November, 2020, effective (*no sooner than the day after Board of Education Approval*), the 14<sup>th</sup> day of December, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, Teacher’s College, Columbia University located at, 525 West 120<sup>th</sup> Street, Box 8, New York, NY 10027 (herein referred to as the “Contractor”).)

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$9,000 per school for total of (3) schools.

The maximum amount the contractor shall be paid under this agreement: Nine thousand dollars (\$9,000). 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 **Magnet 17-22 Program** of the New Haven Board of Education, **Edgewood: Account Number: 2517-6253-56694 Location Code: 0012 (\$3,000); Davis: Account Number: 2517-6254-56694 Location Code: 0009 (\$3,000); King/Robinson: Account Number: 2517-6256-56694 Location Code: 0030 (\$3,000).**

This agreement shall remain in effect from December 14, 2020 to June 30, 2021.

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

The work will be conducted through a series of three synchronous sessions with asynchronous work expected of participants between meetings. Teachers College will host the sessions via Zoom and will monitor assignments online. Topics of interest include an understanding of the “Innovation Gap” (CTSC, 2020) and strategies and steps to designing innovative instruction that is considerate of what we know about learning (i.e., the Learning Sciences). Participating teams will be supported in modifying one existing Magnet unit for either a remote or hybrid context. Technology will be modeled and integrated throughout – not to teach educators how to use the tools, but to support teachers in strategically integrating the tools into their instructional design work.

**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.

Stephanie J Rowley  
Stephanie J Rowley (Nov 17, 2020 16:16 EST)

Contractor Signature

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

Nov 17, 2020

Date

\_\_\_\_\_  
Date

Stephanie J. Rowley, Provost & Dean  
Contractor Printed Name & Title

Revised: 11/27/19



**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.



**TEACHERS COLLEGE**  
**COLUMBIA UNIVERSITY**

CENTER FOR TECHNOLOGY AND SCHOOL CHANGE

**New Haven Magnet Schools**  
Proposed Scope of Work  
December 2020 – February 2021

*Introduction*

The Center for Technology and School Change (CTSC) is focused on building the capacity of teachers to develop and implement innovative learning experiences for all students. This work has taken on greater meaning during the pandemic, as teachers shift to remote or hybrid classroom spaces.

The Center will continue its existing partnership with the New Haven Magnet Schools to support interdisciplinary STEM teaching across up to six Magnet Schools Assistance Project (MSAP) sites, including, Edgewood Creative Thinking through STEM Magnet School, Davis Academy for Arts and Design Innovation Interdistrict Magnet School, and King/Robinson Interdistrict Magnet.

This Winter's targeted work will focus on transferring student-centered/social learning approaches online, and will assist Magnet Resource Teachers and classroom teachers in reimagining their existing Magnet units for remote or hybrid contexts.

*Project Overview*

The work will be conducted through a series of three synchronous sessions (4.5 hours total; 90 minutes per session), with asynchronous work expected of participants between meetings (1.5 hours). Teachers College will host the sessions via Zoom and will monitor assignments online. Topics of interest include an understanding of the "Innovation Gap" (CTSC, 2020), and strategies and steps to designing innovative instruction that is considerate of what we know about learning (i.e., the Learning Sciences). Participating teams will be supported in modifying one existing Magnet unit for either a remote or hybrid context. Technology will be modeled and integrated throughout – not to teach educators how to use the tools, but to support teachers in strategically integrating the tools into their instructional design work.

Up to twenty-four educators are invited to participate in the series. This includes up to two Magnet Resource Teachers and two teacher leaders per each of the six school sites.

*Budget*

Proposed Activities	Total
<i>Design and implementation of synchronous, online sessions</i>	3
<i>Design and implementation of asynchronous assignments between sessions</i>	2
<i>Communication, Coordination, and Documentation</i>	1
<i>Total Center Days</i>	6
<b>Total Budget @ \$1,500/day</b>	<b>\$9000</b>