

**NEW HAVEN PUBLIC SCHOOLS
AMENDMENT TO AGREEMENT**

CONTRACTOR: _____ Focused Schools _____ AMENDMENT #: 1

GRANT # if applicable: 25466265566940062 AGREEMENT #: _____ 96265449
ATTACH COPY OF FULLY EXECUTED AGREEMENT

GRANT NAME: School Improvement _____ DATE: 1/27/20

FUNDING SOURCE FOR AGREEMENT: School Improvement Grant

ACCT # FOR AGREEMENT: 96265449

ORIGINAL AMOUNT OF AGREEMENT: \$ 30,600

AMOUNT OF AGREEMENT PRIOR TO THIS AMENDMENT: \$30,600

____X____ ACTUAL OR _____ ESTIMATE

AMOUNT OF THIS AMENDMENT: \$

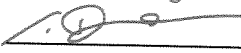
_____ INCREASE OR _____ DECREASE

AMOUNT OF AGREEMENT INCLUDING THIS AMENDMENT: \$ 30,600

FUNDING SOURCE & ACCT # FOR AMENDMENT:

DESCRIPTION AND NEED FOR AMENDMENT: The agreement stated that the agreement would be effective on December 10, 2019 according to the minutes it stated January 27, 2020. Additionally, though the agreement amount was correct and remains unchanged, the rate did not match the contractors proposal and therefore needs to be amended to \$2,300 per Consulting Day and \$750 per Administrative Day.

ALL OF THE TERMS AND CONDITIONS OF ORIGINAL AGREEMENT REMAIN IN FULL FORCE AND EFFECT

CONTRACTOR'S SIGNATURE: Dillon Rogers - Focused Schools
 _____ 1.25.20
(Name) (Date)

Finance and Operations Manager

(Title)

NEW HAVEN BOARD OF EDUCATION:

President

(Date)

February 25, 2020

Dillion Rogers
Focus Schools
1517 North Point Street #341
San Francisco, CA 94123

Dear Mr. Rogers:

Enclosed is your signed copy of Agreement No. 96265448, which was approved by the New Haven Board of Education on 1/27/2020. Please reference this Agreement No. 96265448 on all future correspondence and/or invoices.

When submitting invoices for payment be sure to provide a complete description of services rendered including date, place and times.

The funding source for this agreement comes from the School Improvement- Hillhouse Grant. Please make sure that all services are applicable to this funding source.

If you have any questions regarding payment status please call Chantel Esdaille at 1-475-220-1378.

Sincerely,



Derricka Suggs-Wilkes
Office Manager

DW enc.1

cc: G. Worthy
Dr. P. Whyte

CONTRACTORS COPY



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT COVER SHEET

Please Type

Contractor full name: Focus Schools **AGREEMENT NO.** 96265448

Doing Business As, if applicable:

Business Address: 1517 North Point Street Suite #341 San Francisco, CA 94123

Business Phone: 404-875-9211413-537-5817

Business email:

SS# OR Tax ID #: 47-3213973

Funding Source & Acct # including location code: School Improvement Grant #
25466265-56694-0062

Principal or Supervisor: Glen Worthy

Agreement Effective Dates: From 11/18/19. To 06/20/20.

Hourly rate or per session rate or per day rate.

Total amount: \$30600 for 24 sessions (\$1275 per session)

Description of Service: Please provide a one or two sentence description of the service. Provide professional development to the instructional leadership team

Submitted by: [Signature] Phone: 475-220-7500



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education

AND
Focused Schools

AGREEMENT NO. 9626548

FOR DEPARTMENT/PROGRAM:
Hillhouse High School

This Agreement entered into on the 2nd day of December 2019, effective the 10th day of December, 2019, by and between the New Haven Board of Education (herein referred to as the “Board”) and, **Focus School** located at, 1517 North Point Street Suite #341 San Francisco, CA 94123, (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$30, 600; 24 sessions at \$1275.00 per session

The maximum amount the contractor shall be paid under this agreement: thirty thousand and six hundred dollars (\$36,600.00). 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 School Improvement Grant **Program** of the New Haven Board of Education, **Account Number:** 25466265-54413, **Location Code:** 0062

This agreement shall remain in effect from Board of Education Approval Date to June 2020.

SCOPE OF SERVICE: *Describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing is attached).*

Using a common framework for improvement, school teams work towards building systems and structures that lead to rapid improvements in teaching and learning for all students – no exceptions. Through monthly professional development grounded in our **Focused Framework**, our team of expert practitioners and skilled facilitators support school principals and instructional leadership teams (ILTs) to:

- Identify and implement a schoolwide instructional focus.
- Develop professional collaboration teams to improve teaching and learning for all students.
- Identify, learn and use effective evidence-based instructional practices to meet the needs of each student.
- Create a targeted professional development plan building expertise in evidence-based practices.
- Realign resources to support the instructional focus.
- Engage families and the community in supporting the instructional focus.
- Create an internal accountability system.

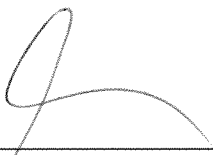
APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contactors may begin service no sooner than the day after Board of Education approval.

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.


9.9.19

Contractor Signature



President
New Haven Board of Education
Date 11/25/19

Revised: 10/2/18



New Haven Public Schools – New Haven, CT Hillhouse High School and Truman Elementary School

June 3, 2019
2019 – 2020 SERVICE PROPOSAL
Leadership Development

Focused Schools guarantees our clients will make improvements in instruction and in structures that support instruction. These changes lead to rapid and sustainable gains in student achievement.

**WHAT WE
BELIEVE and
WHAT WE DO**

Through customized professional development and executive coaching, Focused Schools **empowers leaders** to develop structures strengthening collaborative and distributed leadership resulting in improved instruction and maintainable growth in student achievement.

We believe what makes for successful improvement in schools is not a simple matter of new programs or practices, but the implementation of focused strategies with **proven results** over time. Using our proven **Focused Schools Framework** approach, we believe our job is to equip principals, assistant principals, and teacher leaders to become urgent and focused on their primary role: **fostering excellence in teaching and learning in every classroom for every student, every day -- no exception.**

WHO WE ARE

Focused Schools is a national leader of expert practitioners and facilitators working with schools and systems across the United States and Canada to make measurable, lasting improvement in student performance, school leadership and instruction. We are a team of current or former district and school leaders who have strong track records in district and school improvement resulting in significant gains in student growth.



PROFESSIONAL DEVELOPMENT AND EXECUTIVE COACHING

**OUR
COMMITMENT:
Onsite and
Offsite**

Below is pricing for New Haven Public Schools that includes:

- ILT professional development, and
- School based executive coaching

The offer includes:

- 8 half day professional development sessions with ILT teams from Hillhouse High School and Truman Elementary School
- 8 full day onsite executive coaching sessions (to be divided equally between the two schools)

**PROFESSIONAL
DEVELOPMENT:
Content**

The content of the ILT professional development includes:

- creating a common understanding of what an Instructional Leadership Team is and is not;
- developing systems and structures for an Instructional Leadership Team to work efficiently and effectively;
- exploring tools, protocols, and processes to help the Instructional Leadership Team focus on using data to make decisions around teaching and learning;
- creating a two-way communication system that allows all staff to have a voice in the work of the Instructional Leadership Team, and;
- developing a building based plan regarding how to strengthen the work of the Instructional Leadership Team in support of the improvement work.



**Working with District and School Leaders
to Transform Teaching and Learning**

**C
O
S
T**

Description of Services	Total Months	Totals Days / Month	# of consultants	Total Days	Rate	Total
ILT professional development	8	0.5	1	4	\$2,300	\$9,200
Executive Coaching	8	1.0	1	8	\$2,300	\$18,400
Offsite Prep and Distance Coaching	N/A	N/A	N/A	12	\$2,300	\$27,600
Total Consultative Services				24	\$2,300	\$55,200
Total Administration Services				8	\$750	\$6,000
Total Travel – Not to Exceed Except if Scheduling Changes Occur*						N/A
Total Service Proposal Budget						\$61,200



Working with District and School Leaders to Transform Teaching and Learning

LEARN MORE ABOUT FOCUSED SCHOOLS:

- access our [Website](#) / [Facebook](#) / [Twitter](#) pages where you will find artifacts, tools, and resources;
- view concrete evidence of results from districts currently partnering with Focused Schools:

Determination

⇒ YouTube: www.youtube.com/watch?v=TBymRTZ5PHA

Living the Focus

⇒ YouTube: <http://www.youtube.com/watch?v=j6HKuhPkWIU>

Communicating the Focus

⇒ YouTube: <http://www.youtube.com/watch?v=d9dPHaLxCfE>

The Power of a Clear Leadership Message

⇒ YouTube: www.youtube.com/watch?v=aCBonox2q04

Downey HS Getting Focused

⇒ YouTube: <http://www.youtube.com/watch?v=7E4gD9sx9EQ>

Downey HS Building an ILT

⇒ YouTube: www.youtube.com/watch?v=NIB8wQdRf-E

CONTACT INFORMATION

Brett Bishop
Senior Consultant
Phone 413-537-5817

Dillon Rogers
Finance and Operations Manager
415-407-5706



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

**STUDENT DATA PRIVACY AGREEMENT
SPECIAL TERMS AND CONDITIONS**

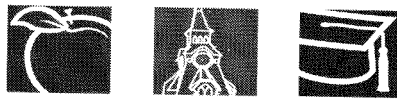
For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

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.



PAYMENT INSTRUCTIONS

To expedite the payment process of your agreement please make sure invoices are submitted to your account executive and contain the following information:

- Contact Information (name, address and telephone number)
- Agreement number
- Invoice number
- Invoice date
- Full description of work performed, including dates
- Itemized breakdown of expenses
- Total amount of request
- Original receipts(if requesting reimbursement for expenses incurred as part of the agreement)

Upon submission of invoice(s) please review your agreement and make sure all information on invoices(s) are within the agreement guidelines.