



NEW HAVEN PUBLIC SCHOOLS
COVER SHEET

Contractor full name: Grinand Bare, LLC

Doing Business As, if applicable:

Business Address: 2389 Main St., STE 100, Glastonbury CT 06033

Business Phone: (603) 702-0517

Business email: Christian.Shaboo@gmail.com

SS# OR Tax ID #:

Funding Source & Acct. # Magnet School Assistance Program 2517-6262-56694-0066

Principal or Supervisor: Matt Brown

Agreement Effective Dates: From 11/09/2020 to 06/11/2021.

Hourly rate or Per session rate or Per day rate: \$60 per hour; \$600 per week

Total amount: \$18,000 (30 weeks)

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

Christian Shaboo of Grinand Bare, LLC will provide training and support in the development and improvement of student leadership systems and opportunities at HSC in keeping with the magnet theme of leadership, social justice and public policy/service. Christian will work in collaboration with school leadership, teachers and students to adjust leadership systems and opportunities to meet the needs of remote learning settings, as well as implement key trainings and support systems to elevate student leadership, promote SEL skill development, and create sustained growth of student leadership long-term at HSC.

Submitted by: Matt Brown Phone: 475 220 6200



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Matt Brown, Building Leader HSC
Date: October 19, 2020
Re: Grinand Bare, LLC MSAP Year 4 Grant Agreement

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:** Christian Shaboo, Grinand Bare LLC

Description of Service:

Christian Shaboo of Grinand Bare, LLC will provide training and support in the development and improvement of student leadership systems and opportunities at HSC in keeping with the magnet theme of leadership, social justice and public policy/service. Christian will work in collaboration with school leadership, teachers and students to adjust leadership systems and opportunities to meet the needs of remote learning settings, as well as implement key trainings and support systems such as online student assemblies, student action project coaching and community building events to elevate student leadership, promote SEL skill development, and create sustained growth of student leadership long-term at HSC.

2. **Amount** of Agreement and hourly or session cost: \$18,000, 300 hours at \$60/hour

3. **Funding Source** and account number: **Magnet School Assistance Program 2017-2020 2517-6262-56694-0066**

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

Answer all questions:

- a. If continuation/renewal, has the cost increased? New Agreement
- b. What would an alternative contractor cost: Future Project has offered similar services at \$70,000/year
- c. If this is a continuation, when was the last time alternative quotes were requested?
- d. For new or continuation: is this a service existing staff could provide. If no, why not? This service has for the past 7 years been provided by our Future Project Dream Director through a full time but freely provided program called the Future Project. The Future Project has lost funding and organizational capacity to provide this work and as such we have embarked on a year long plan to train up HSC staff, particularly our Magnet Resource Teacher, to be able to gradually assume the most critical parts of the role.

There are a range of technical, organizational and facilitative skills however that HSC staff do not yet have capacity to provide without this support.

5. 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? As stated above, there are professional development aspects to this work but existing staff do not yet have the capacity and skill set to provide it. Though getting this training is indeed part of what is in the scope of this agreement.
- b. After School or Extended Hours Program? Some after school programming for training and coaching student leaders as well as connecting to community resources for products of project based learning.
- c. School Readiness or Head Start Programs?
- d. Other: (Please describe) During school training and coaching of students on the community engagement and action parts of their Social Justice Symposium, Senior Capstone and Production Companies.

6. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? No
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? No
- d. Is the Contractor a public corporation? No
- e. Is this a renewal/continuation Agreement or a new service? New agreement
- f. If it is a renewal/continuation has cost increased? If yes, by how much?
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: This service has for the past 7 years been provided by our Future Project Dream Director. The Future Project has lost funding and organizational capacity to provide this work and as such we have embarked on a year- long plan to train up HSC staff, particularly our Magnet Resource Teacher, to be able to gradually assume the most critical parts of the role. There are a range of technical, organizational and facilitative skills however that HSC staff do not yet have capacity to provide without this support.

7. 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. This contractor has worked in the school before but for another organization, The Future Project, which has a long history of providing both school wide culture building activities, individual coaching of student leaders and media production of school events.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? This contractor was selected as part of our MSAP grant process. The Future Project as listed in our MSAP grant as a service provider and this contractor will continue some of those critical services to train our staff to support this work at the conclusion of the MSAP in 2022.

- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: See above.

8. 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? The work of this contractor through the Future Project contributed to a decrease in chronic absenteeism of over 40%, increase in students completing 10th grade social justice symposium and 12th grade Senior Capstone projects by over 50%, and increase in student magnet applications by 25%. The need is to continue these gains, both as articulated by the Next Generation Accountability System of CSDE and the evaluation of the MSAP grant.
 - b. If this is a renewal/continuation service attach a copy of the evaluation or archival data that demonstrates effectiveness. As the Future Project used to provide these services for free, we never had to produce a formal evaluation. However, the school wide data listed above is compelling.
 - c. How is this service aligned to the District Continuous Improvement Plan? The 2020-2024 Strategic lists decreasing chronic absenteeism, presenting Capstone Project with 21st Century Competency Rubrics, with Culture and Climate as a priority area. All of these are aligned with the work of the contractor.
9. Why do you believe this Agreement is fiscally sound? While we went 6 years without having to pay for the services of the Future Project, those services would have cost in excess of \$70,000/year. To be able to get the core product and do so in a training fashion that will train up the capacity of our staff to implement these services for a quarter of this cost is fiscally sound.
 10. What are the implications of not approving this Agreement? Key culture building, student leadership and climate shaping activities will not take place in this unique school year. Our ability to meet the terms of the MSAP grant requirements will be compromised. Dozens of students will lose the opportunity to truly benefit from a proven coaching model to improve their leadership and project management skills.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Grinand Bare LLC

FOR DEPARTMENT/PROGRAM:

High School in the Community

This Agreement entered into on the 9th day of November 2020, effective (*no sooner than the day after Board of Education Approval*), the 10th day of November, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, Grinand Bare, LLC_ located at, 2389 Main St., STE 100, Glastonbury CT 06033 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$60.00 _ hour for a total of 300 hours or sessions.

The maximum amount the contractor shall be paid under this agreement: Eighteen Thousand dollars (\$18,000). 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 Schools Assistance Program of the New Haven Board of Education, **Account Number:** 2517-6262-56694 **Location Code:**0066.

This agreement shall remain in effect from 11/9/2020 to 06/18/2021.

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

Grinand Bare will provide training and leadership development for students to complete project based learning activities that positively impact the school community and beyond. Through both in person and remote formats Grinand Bare will facilitate whole school community events, small group sessions and one on one coaching with students and teachers that promote and strengthen the schools leadership, social justice, and public service/policy theme. The result with be a more positive school climate as reported by student surveys, lower chronic absenteeism, and increased applications for magnet seats.

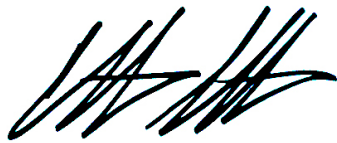
Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service on contractor letterhead with all costs for services including travel and supplies, if applicable.

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.



Contractor Signature

President
New Haven Board of Education

__October 19, 2020_____
Date

Date

Christian Shaboo, Director

Contractor Printed Name & Title



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 to 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.



OCT 2020

Scope of Services

Prepared for • High School in the Community
175 Water St.

New Haven CT 06511

ATTN: Matthew Brown

Matthew.Brown@new-haven.k12.ct.us

Thank you for the opportunity to continue partnering with High School in the Community. As the Founder and Director of Grinand Bare, I am excited to offer my expertise in leadership development, student engagement, and content creation with the ultimate goal of creating systems and structures that can thrive well beyond the duration of our partnership, for years to come, impacting hundreds of student leaders and the greater HSC community.

Below is the proposed scope of services and cost for said services. Given that this year presents unique opportunities for how services can be delivered, I, and Grinand Bare, are prepared to offer services both virtually and in-person, and are committed to working with you and the HSC leadership team to determine the best path forward, and continuing to reassess as the school year progresses. Thank you.

SCOPE OF SERVICES

Activity 1: Create and facilitate training and leadership development for both students and teachers to support student leadership systems and opportunities including, but not limited to: Production Companies, SLA (Student Leaders Activated), and Fly Choices. This programming will seek to further develop how HSC cultivates student leadership as well as embeds SEL in these school structures.

Activity 2: Maintain 1-1 coaching and small group coaching with student leaders and key teachers/staff people responsible for student leadership and whole school culture experiences.

Activity 3: Create media content and digital tools in partnership with student leaders and key staff members/teachers that build upon student leadership systems, further engage the HSC community, and empower the student leadership experience beyond partnership with Grinand Bare.

Activity 4: Ongoing Organizational and Leadership consulting with HSC leadership team

regarding student leadership systems and structures. This work will focus on identifying strategies and systems for maintaining and increasing student leadership during, and beyond, partnership with Grinand Bare.

STAFF + COST

Per approval, the activities detailed would occur over a time period of thirty (30) weeks. As the primary Grinand Bare staff member and collaborator with HSC, I anticipate that this work will require ten hours (10) per week of billable time. At our going rate of \$60 per hour, this equals \$600 per week, and \$18,000 over the duration of the partnership. Hours can be billed and submitted on whatever timeline works best for HSC and NHPS.

If additional Grinand Bare staff is brought on to support in any facilitation, or if travel is required to fulfill on the agreement, this will come at no additional cost to HSC or NHPS; Grinand Bare is responsible for said costs.

A handwritten signature in black ink, appearing to read 'C. Shaboo', with a stylized, overlapping flourish at the end.

Christian Shaboo
Director, Grinand Bare