



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Contractor full name: Infinity Music Therapy Services

Doing Business As, if applicable:

Business Address: 196 Queen Street, Southington, CT 06489

Business Phone: (860) 518-5557

Business email: jona@infinitymusictherapy.com

Funding Source & Acct # including location code: IDEA Handicapped
Special Funds Account, account # 254-5034-56903, Location Code: 0490

Principal or Supervisor: Typhanie Jackson, Executive Director of Special
Education

Agreement Effective Dates: From 07/18/2022 To 06/30/2023.

Hourly rate or per session rate or per day rate of \$65.00 per session, for 21
sessions per week for two weeks (ESY July 18-29, 2022) and then for up to 30 sessions
per week for up to 39 weeks for the 2022-23 school year.

Total amount: \$78,780

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

Infinity Music Therapy Group will provide the following weekly service. Group goals will be
designed for each classroom which may include improvising social communication skills,
expressive and receptive language skills, motor skills, cognition, attention to task and more.
Interventions may include therapeutic instrument play, song recreation, therapeutic singing
exercises, movement to music, and more. In the event of extended school closures, services will
be moved to a virtual format during any weeks that the district holds virtual learning
opportunities.

Submitted by: Typhanie Jackson, Executive Director Phone: 475-220-1760



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Typhanie Jackson, Director of Special Education/Student Services
Date:
Re:

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: Infinity Music Therapy Services

Description of Service: Infinity Music Therapy Group will provide the following weekly service. Group goals will be designed for each classroom which may include improvising social communication skills, expressive and receptive language skills, motor skills, cognition, attention to task and more. Interventions may include therapeutic instrument play, song recreation, therapeutic singing exercises, movement to music, and more. In the event of extended school closures, services will be moved to a virtual format during any weeks that the district holds virtual learning opportunities. Infinity Music Therapy Group will provide one weekly session per week, for two weeks to 21 self-contained ESY classrooms, and then Infinity Music Therapy Group will provide one half hour session weekly to 30 self-contained classrooms, for up to 39 weeks for the 2022-23 school year.

2. Amount of Agreement and hourly or session cost: \$65.00 per session (1/2 hour per session), for 21 sessions per week for two weeks (ESY July 18-29, 2022) and then **up to** 30 sessions per week for **up to** 39 weeks for the 2022-23 school year, totaling up to \$78,780.

3. Funding Source and account number: IDEA Handicapped Special Funds Account, account # 254-5034-56903, Location Code: 0490

4. Continuation/renewal or new Agreement? new

Answer all questions:

- If continuation/renewal, has the cost increased? If yes, by how much? Renewal, cost remained the same
- What would an alternative contractor cost: N/A
- If this is a continuation, when was the last time alternative quotes were requested?
- For new or continuation: is this a service existing staff could provide. If no, why not? No, this is a service to be provided by trained music therapy clinicians.

5. Type of Service:

Answer all questions:

- a. Professional Development? This is not a professional development program.
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? This is not a professional development program.
- b. After School or Extended Hours Program? No
- c. School Readiness or Head Start Programs? No
- d. Other: (Please describe) 21 self-contained classrooms for ESY and 30 self-contained classrooms for the 2022-23 school year, inclusive of pre-k, elementary/middle and high school classrooms

6. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? No
- b. Is the Contractor Local? Yes, Southington CT
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? No
- d. Is the Contractor a public corporation? N/A
- e. Is this a renewal/continuation Agreement or a new service? New service
- f. If it is a renewal/continuation has cost increased? If yes, by how much? N/A
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: No

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.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? The contractor was selected by a referral with follow up meetings and quote.
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: This contractor has a well-established program with board certified music therapists. This company provided research-based information about the positive outcomes of music therapy.

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? This contractor will target each group music therapy class to the specific needs of the class. They will set goals for themselves and provide feedback on the outcomes of those goals. They will address social/emotional skills, communication, self-expression and cognitive skills through music.
- 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 directly aligns with the mission of the District Continuous Improvement Plan,

as it states: *To provide all students in New Haven Public Schools with personalized authentic, and engaging learning, experiences through creativity, exploration, innovation, critical thinking, problem-solving, and high quality instruction.* Given the inclusive nature of “all students”, NHPS will be providing new opportunities for learning and engagement by agreeing to the service of Infinity Music Therapy.

9. Why do you believe this Agreement is fiscally sound? This Agreement is fiscally sound because according to the 2018 American Music Therapy survey, group music therapy ranges from \$60-90 per session. The Infinity Music Therapy Services group is charging NHPS \$65 per session. The benefits of the addition of group music therapy services to the NHPS to the students of the self-contained classrooms are increased social skills, communication, self-expression and cognitive development, using a research-based approach.
10. What are the implications of not approving this Agreement? The implications of not approving this agreement is that students in the self-contained classrooms whom are responding to the methods of group music therapy or will have the opportunity to respond to the methods of music therapy, will not be able to develop social skills, communicating skills, self-expression and cognitive skills as they are/will by participating in this group therapy.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Infinity Music Therapy Services

FOR DEPARTMENT/PROGRAM:

Student Services/Special Education Department

This Agreement entered into on the 22nd day of June, 2022 effective (*no sooner than the day after Board of Education Approval*), the 18th day of July, 2022 by and between the New Haven Board of Education (herein referred to as the "Board" and, Infinity Music Therapy Services, located at, 196 Queen Street, Southington, CT 06589 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$65.00 per session, for 21 sessions per week for two weeks (July 18-29, 2022) and then for 30 sessions per week for up to 39 weeks.

The maximum amount the contractor shall be paid under this agreement: Seventy-eight thousand, seven hundred and eighty dollars. (\$78,780). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service per month.

Fiscal support for this Agreement shall be by **IDEA Handicapped Special Funds Account Program** of the New Haven Board of Education, **Account Number: 2504-5034-56903, Location Code: 0000**

This agreement shall remain in effect from July 18, 2022 to June 30, 2023.

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

Infinity Music Therapy Services will be providing music therapy to 21 ESY classrooms (2 school locations) for two weeks (1 session per class per week), and then beginning in the 2022-23 school year, 14 schools (30 self-contained, integrated or life skills classrooms) in our New Haven Public School district ranging from Pre-K to High Schools, sessions will take place in classrooms and musical instruments will be provided by Infinity Music Therapy Services. Students will be engaged in musical lessons which target social skills and social emotional development as well as academic skills.

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's 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.

[Signature] MTBC
Contractor Signature

President
New Haven Board of Education

6/23/22
Date

Date

Jana Jeffcoat, MT-BC Director of services / Founder
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.

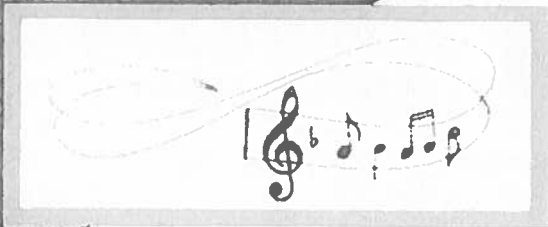
1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to 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.

Revised: 10/2/18



Infinity Music Therapy Services

The Possibilities Are Endless

Serving children and adults throughout Connecticut

Infinity Music Therapy Services, LLC

"The possibilities are endless!"

196 Queen Street Southington, CT 06489

www.infinitymusictherapy.com

(860) 518-5557

info@infinitymusictherapy.com

Founding Information

Established 2010 as Jona Lesage Maloney DBA Infinity Music Therapy Services

Established LLC in 2017 as Infinity Music Therapy Services, LLC

Founder and Owner: Jona Jeffcoat, MT-BC (CBMT *08366)

EIN: 82-2209366

Service Descriptions

Music Therapy

April 2010-present

We provide music therapy in the individual, group, and family setting to children and adults diagnosed with developmental disabilities, mental health disorders, neurological needs, and other disabilities in homes, schools, facilities, and in clinic throughout the state of Connecticut. We provide assessments, treatment plans, direct services, consultation services, and in-home program planning. We are a vendor for the Department of Children and Families (DCF) and the Department of Developmental Services (DDS). We also provide music therapy services under the Individuals with Disabilities Education Act (IDEA) through Individualized Education Plans (IEPs) and early intervention services.

Music Lessons

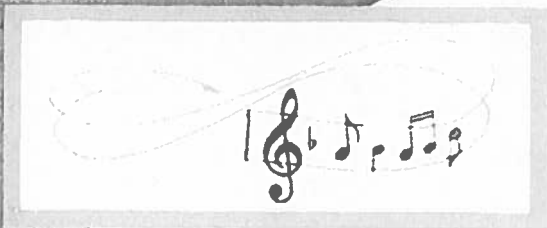
April 2010-Present: Director of Services Founder

We offer traditional and adaptive music lessons for children and adults of all ages and abilities. We specialize in teaching guitar, piano, voice, ukulele, and general music enrichment programs but we offer instruction on other instruments as well.

Business Coaching

July 2013-Present

Our Director of Services provides business consultation services to music therapists and health care providers who are establishing and or growing their private practice. We manage the "Music Therapy Jobs and Hiring" Facebook group. We also assist in document preparation for business and employee management.



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Perinatal Music Therapy (Labor & Lullabies)

August 2013-Present

We are the only provider of perinatal music therapy in the state of Connecticut. We offer Music Therapy Assisted Childbirth (since August 2013), Music Therapy Creative Arts Birth Education (since May 2014), and Music for Birth Consultation Services (since May 2021). We also offer family bonding programs through the creative arts and womb song/ lullaby creation services.

Mobile Clinic

Launch date estimated 2022

We are in the process of launching the first mobile music therapy clinic in Connecticut and the second in the country. This mobile clinic will allow for increased accessibility of "clinic" services throughout Connecticut.

News & Media

Equity Grant Press Conference (WBDC)-January 2022

Record Journal Feature-January 2022

Nyberg Feature (WTNH Channel 8)-March 2021

Mental Health & COVID-19 Podcast Women & Business-February 2021

Record Journal Feature-July 2020

At Work: Record Journal Feature-August 2018

Young at Heart Newsletter Contributor-2017-2018

Forget Dis' Podcast-January 2018

Music Therapy and Mental Health- 88.1FM-December 2016

Marketing Your Private Practice MusicTherapyEd.Com-November 2016

Month of Beauty Webinar-Music Sparks-July 2016

Rock that Contract Webinar-SoundScaping Source-January 2016

NBC CT Feature Story-February 2013

Professional Presentations

...But He's Autistic

Afterschool Conference-November 2021

IDEA, FAPE, LRE and the Alphabet Soup: Understanding the IEP

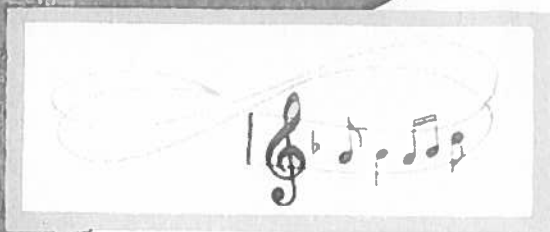
Spiegel Academy CMTE-September 2018

Supporting Sensory Integration through Music

Childhood Conversations Conference April 2018

Emotional Ladder of Success

Childhood Conversations Conference April 2018



Infinity Music Therapy Services

The Possibilities Are Endless

Serving children and adults throughout Connecticut

Business Marketing Ethics

Midwestern Music Therapy Conference March 2018

The Developmental Toolkit

Early Childhood Provider Meeting October 2017

Music, Math, and Early Childhood Development

Keeffe Bruyette Symposium March 2017

Growing Your Music Therapy Practice

Spiegel Academy February 2017

Rockin' Readers

American Music Therapy Association Conference November 2016

Starting a Music Therapy Business

Spiegel Academy October 2016

Self-Care in the Workplace

New England Region Music Therapy Conference April 2016

Teaching Academics Through Music

Childhood Conversations Conference March 2015

Using Music to Prevent Burnout in Health Care Professions

Meriden Public Health Department-August 2013

Using Music in Mental Health Counseling

Mental Health Counselor Training-April 2012

-A full list of presentations available upon request-

Other Information

Proficient in SEMTAP (eligibility assessment for IDEA)

Team of board-certified music therapists

Affiliations with Temple University, Berklee College of Music, and Montclair State University

Experience co-treating with SLPs, OTs, and ABA therapists

Competent and confident leader within drum circle formats

Frequent presenter for professional development

Able to utilize technology and telehealth services within treatment

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Jana Lesage Maloney		
2 Business name/disregarded entity name, if different from above Infinity Music Therapy Services, LLC		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
5 Address (number, street, and apt. or suite no.) See instructions. 196 Queen St	Requester's name and address (optional)	
6 City, state, and ZIP code Suithampton, CT 06489		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-				-			
or											
Employer identification number											

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
		3/11/22

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.