



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Music Haven

Doing Business As, if applicable:

Business Address: Erector Square, 315 Peck St, Box A10, New Haven, CT 06513

Business Phone: 203-745-9030

Business email: info@musichavenct.org

SS# OR Tax ID #:

Funding Source & Acct.

21st Century # 2579-6325-56697-0032 (\$8,000)

Extended School Hours # 2579-5326-56694-0000 (\$7,000)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: March 10, 2021 to June 30, 2021.

Hourly rate or per session rate or per day rate: 75 sessions (up to 24 students per session) x \$200.00 per session

Total amount: \$15,000.00

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

Music Haven will provide music instruction' including all instruments, supplies, and materials, as well as one-one mentoring for 15 Wexler-Grant students, 7 John Daniels Students and 3 East Rock students in grades 1-8, 2 days per week from 3:00pm – 5:30pm.

Submitted by: Gemma Joseph Lumpkin

Phone (475) 220-1060



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Arthur Edwards
Date: March 10, 2021
Re: Music Haven

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:** Music Haven

2. **Description of Service:**

Music Haven will provide music instruction' including all instruments, supplies, and materials, as well as one-one mentoring for 15 Wexler-Grant students, 7 John Daniels Students and 3 East Rock students, in grades 1 -8, 2 days per week from 3:00pm - 5:30pm. Students will receive lessons taught by professional musicians with masters' degrees from top conservatories. Music Haven offers one-on-one lessons, group classes, music theory and ensemble opportunities, as well as free concert trips and workshops. Music Haven will also provide homework help, tutoring, and mentoring.

3. **Amount of Agreement and hourly or session cost:**

\$200.00 per session x 75 sessions. Total (\$15,000.00)

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

21st Century # 2579-6325-56697-0032 (\$8,000)

Extended School Hours # 2579-5326-56694-0000 (\$7,000)

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

Answer all questions:

a. If continuation/renewal, has the cost increased? No -If yes, by how much? N/A

b. What would an alternative contractor cost: The market rate for one-on-one lessons in New Haven is approximately \$80/hr. The market cost for the Music Haven program (including all classes and lessons and instruments/supplies, but NOT including tutoring, mentoring and HW help, snacks and other programs) for an advanced student would be more than \$7000/year per student. Based on tuition costs at comparable music schools their hourly lessons cost \$80 and participation in their ensembles per 1/2 yr. period costs more than \$700. Music Haven students have 1-1 lessons, as well as multiple ensembles and other classes, all completely free.

- c. If this is a continuation, when was the last time alternative quotes were requested?
Quotes are requested annually through a competitive RFQ process.
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
No. The program provides music lessons from professional musicians and the grants require grantees to select a lead community partner capable of providing academic and enrichment programming.

6. Type of Service:

Answer all questions:

- a. Professional Development? No
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? N/A
- b. After School or Extended Hours Program? After School and Extended School Hours
- 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? Yes
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? Yes; If yes, is it local or national? Local
- d. Is the Contractor a public corporation? No
- e. Is this a renewal/continuation Agreement or a new service? Continuation
- f. If it is a renewal/continuation has cost increased? No - If yes, by how much? N/A
- g. Will the output of this Agreement contribute to building internal capabilities? No -If yes, please explain: N/A

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.
Together, our musicians and staff possess over 150 years of teaching experience, having served on the faculties of organizations such as Yale University, Wesleyan University, Opus118 Harlem Center for Strings, Neighborhood School of Music, the 92nd Street Y, Point Counterpoint Chamber Music Camp, the People's Music School of Chicago, and Apple Hill Center for Chamber Music, Community Music Works, and more. All Resident Musicians have either completed Suzuki teacher training and/or a 30-hour Advancing Youth Development course. All staff have also completed a Trauma 101 and Trauma 102 training through the New Haven Trauma Coalition. All teaching staff hold masters' degrees from top conservatories.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? The contractor submitted the annual request for documentation regarding qualifications and was chosen by Wexler leadership as a partner for their 21st Century Grant.

- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: The Wexler Leadership team interviewed and selected Music Haven as a lead partner for the 21st Century program. This partnership was approved by CSDE as part of the competitive application process. The organization submitted a proposal memo and Request for Qualifications packet which are included in the selection process.

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?
Music Haven will provide music instruction' including all instruments, supplies, and materials, as well as one-one mentoring for 12 Wexler-Grant students. The program will be monitored using the APT tool which rates programs staffs, interactions, space, and transition procedures.
 - 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?
Music lessons significantly increase children's cognitive skills, including language-based reasoning, short-term memory, planning and inhibition. In addition, these cognitive skills developed through music go on to positively influence students' performance in completely unrelated subjects, resulting in improved academics across the board.
10. Why do you believe this Agreement is fiscally sound?
The Agreement provides quality after school programming with a reputable organization at a reasonable cost. Music Haven will provide these services at rates which are significantly more expensive with similar providers
11. What are the implications of not approving this Agreement?
Students will have less opportunity to participate in activities that promotes mental and physical health. Students will not be engaged in activities, which allow them to express themselves in a positive manner. In addition, As students' progress, from middle school to high school, the Music Haven Program provides opportunities for students to take on responsibilities as trained mentors, this continuum of engagement permits students to qualify for roles and engage in interactions which build leadership skills, provides real-world work experience, helps students meet community service hours requirements, while also providing the opportunity for 1 students to go on special concert trips, college visits, and participate in other special programming.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Music Haven
FOR DEPARTMENT/PROGRAM:

Youth Family and Community Engagement

This Agreement entered into on the 9th day of March 2021, effective (*no sooner than the day after Board of Education Approval*), the 10 day of March, 2021, by and between the New Haven Board of Education (herein referred to as the “Board” and, Music Haven located at, Erector Square, 315 Peck St, Box A10, New Haven, CT 06513 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$200.00 per session, for a total of 75 sessions.

The maximum amount the contractor shall be paid under this agreement: fifteen thousand dollars and no cents (\$15,000.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed, attendance, and date of service.

Fiscal support for this Agreement shall be by the **21st Century and Extended School Hours Program** of the New Haven Board of Education, **Account Numbers:**
2579-6325-56697 **Location Code:** 0032 (\$8,000)
2579-5326-56694 **Location Code:** 0000 (\$7,000)

This agreement shall remain in effect from March 10, 2021 to June 30, 2021.

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).* Music Haven will provide lessons and activities for 15 students from Wexler School, 7 John Daniels students and 3 East Rock students. The students will receive five (5) hours of programming per week, which is inclusive of tuition, and hourly music lessons at the Music Haven facility. Music Haven will also provide homework assistance, tutoring, and mentoring.

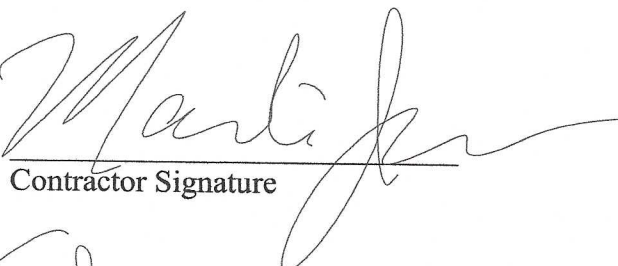
Exhibit A: Scope of Service: Please attach contractor's detailed Scope of Service on contractor letterhead with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data and Privacy Agreement: Attached

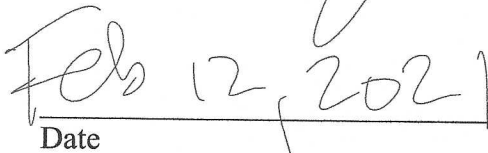
APPROVAL: This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contractors may begin service no sooner than the day after Board of Education approval.

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.

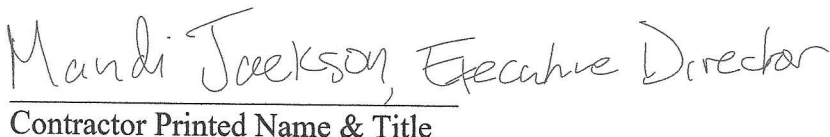
TERMINATION: The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the 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.


Contractor Signature

President
New Haven Board of Education


Date

Date


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.



February 12, 2021

MUSIC HAVEN SCOPE OF SERVICES

Music Haven empowers and connects young people through exceptional tuition-free music education, mentoring, and performance by our resident musicians in the heart of New Haven, giving all kids a chance to play.

The following is the scope of services provided after school to up to 24 students from Wexler Grant, John C. Daniels, and East Rock schools, from March 10 through June 30, 2021:

Board of Directors

Marc Mann, *Chair*

Kafi Rouse, *Vice-Chair*

Anna Garsten,
Secretary/Treasurer

Laura Altshul

Diane Ariker

Nickia Corley

Stephanie Halene

Wendy Marans

Jamillaah Roberson

John Taylor

- free virtual student programming, from 3-5:30pm on weekdays
- All instruments and supplies provided free of charge
- Weekly one-on-one lessons in violin, viola or cello, one of our Resident Musicians (ranging from 30 to 60 minutes depending on age)
- Weekly Music Theory and Music History ("Time Travel") classes
- Age- and ability-grouped classes
- Homework help and tutoring
- Workshops and performances from guest artists
- A full array of virtual student performances throughout the year
- Regular meetings/check-ins with parents/guardians
- Connections to supports for basic needs as necessary
- Programming/materials available in Spanish and English

Executive Director

Mandi Jackson

Haven String Quartet

Yaira Matyakubova, *violin*

Gregory Tompkins, *violin*

Annalisa Boerner, *viola*

Philip Boulanger, *cello*

315 Peck St. Box A10
New Haven, CT 06513
www.musichavenct.org
info@musichavenct.org
203-745-9030

Beyond our afterschool programming, we also work closely with parents/guardians to connect them to other resources that families might need, including scholarships to summer camps, and other service providers of basic needs like fuel or food assistance when necessary. Through the close relationships we build with families, we are also able to help with providing concert attire, winter coats, and other basic needs for our students when those needs arise. We have provided testimony in support of students at expulsion hearings, helped parents navigate the college application process with their high school students, and provided a space to come together around issues of concern for our parents. This level of engagement develops over a long-term relationship between Music Haven and the kids we serve. Since they start with us at a young age and we stay with them through high school graduation, we build a connection over a decade or more.

Our new College and Career Pathways program is focused on meeting the needs of our 8th through 12th graders (and beyond) to provide support in the college application process, SAT prep, college visits, and panels and workshops with both outside invited experts (with a focus on expert panelists of color and people from New Haven) and our alumni. Through this program we also provide paid opportunities for our alumni to work at Music Haven as teaching assistants, doing office support work, serving as mentors or tutors, and coming back as guest artists or panelists.

Multiple studies over the last 30 years have not only established the connection between high quality music education and achievement in math, literacy, reasoning, and standardized test scores, they have also demonstrated that access to such programming has an even greater impact on low-income students and students of color, and that the development of “non-cognitive” skills--not often taught in schools--are the key to long-term emotional health and economic stability. References to multiple studies are available at : <https://www.spreadmusicnow.org/assets/uploads/importance-of-music-references.pdf>).

One-on-one relationships with teachers, and relationships built with staff over many years, enable Music Haven to impact long-term success and connectedness in a unique and effective way. Any pattern of absence or tardiness is addressed immediately and directly with parent and/or meetings with students in which the goal is not punishment or reprimand, but rather addressing obstacles and challenges. In high school years, this model builds long-term trust and helps Music Haven teachers and staff work with parents/guardians and students to intervene in times of acute distress, help connect students to outside resources, and even fight it out from a place of love with students who express a desire to give up.

The concrete skills built in our program (persistence, confidence, communication, collaboration, and patience) also help our students from dropping out. The long-term relationships our students build with their peers by playing in groups together and persisting in the difficult project of mastering a string instrument over many years also asserts positive peer pressure to stick out hard times together. We have seen high school aged Music Haven students start down a path of disengagement, only to be pulled back in by their quartet-mates or friends in orchestra.

To date, the graduation and college matriculation rate of Music Haven students is 100%, even though they attend high schools in which the rate of college entrance is, on average, 65% (District Profile and Performance Report, CSDE 2017). In addition, our Fellows Program, through which students take on responsibilities (and are trained in) being mentors, “practice buddies”, tutors, and/or event or office support work, not only builds leadership skills, provides real-world

work experience, helps students meet community service hours requirements, it also provides the opportunity for high school students to go on special concert trips, college visits, and participate in other special programming, and culminates (upon completion of all requirements upon graduation) in the opportunity to earn an instrument to take with them when they leave Music Haven. Since approximately 90% of our students report in anonymous program evaluations that they plan to keep playing music throughout their lives, the ability to earn a valuable string instrument to keep as their own is a powerful motivation for students who have devoted many years to learning how to play. Last year, 67% of our graduates earned instruments by meeting attendance, performance, and mentoring/volunteering requirements over the course of their high school years at Music Haven. 100% of our graduates are enrolled in 4-year colleges.

Music Haven's model is built around one-on-one teaching and mentoring by professional, conservatory-trained musicians over many years. In addition, high school students trained as mentors—"practice buddies"—younger students develop that mentoring relationship not only with their teachers, but also with a high school aged Music Haven student, often one with 6-10 years of experience on the instrument. In anonymous program evaluations, nearly 100% of parent and student respondents routinely report that their teachers are excellent role models.

Each student has at least 30-60 minutes each week of one-on-one time with his or her teacher. Group time staff/student ratios (3-9 hrs/week, depending on student) ranges from 4:1 to 8:1. More information about programming, teaching staff, evaluations, and program site are available upon request.

Music Haven commits to participate in all state activities, including, but not limited to: evaluations, data collection and reporting, networking meetings and all of the state mandated Professional Learning, technical assistance, data collection, trainings and meetings associated with the grant program for the duration of the grant.

Sincerely,

A handwritten signature in black ink, appearing to read "Mandi Jackson", with a long horizontal flourish extending to the right.

Mandi Jackson
Executive Director
Music Haven