



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: New Haven Promise

Doing Business As, if applicable:

Business Address: 28 Lincoln Way, New Haven, CT 06511

Business Phone: p. 203 776 6473 f . 203 785 0082

Business email: patricia@newhavenpromise.org ; jorgieliz@newhavenpromise.org;

Funding Source & Acct # including location code:
ESSER II C/O # 2552-6364-56694-0444

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 07/01/2023. To 09/30/2023.

Hourly rate or per session rate or per day rate.
Total amount: \$5,040

Description of Service:

- The allocated amount will support two NHPS students in attending camps at Quinnipiac University. One student will learn the fundamentals of digital photography through *Modern Storytelling: Introduction to Digital Photography*. The student will participate from July 31- August 4. The other student will attend the *Business, Entrepreneurship, and Innovation camp* and will gain experience exploring the powerful tools and techniques successful businesses use on a daily basis. The student will participate from July 17-28. Students will walk away with analytical and entrepreneurship skills to make them feel more prepared for college and the world of business; at least one new business of their own before the end of the program; and improved business presentation skills and gained confidence in public speaking.

Submitted by: Gemma Joseph Lumpkin Phone: 475-220-1060

Jubia Lopez

8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Youth, Family, and Community Engagement
Date: June 19, 2023
Re: New Haven Promise

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:** New Haven Promise
2. **Description of Service:** The allocated amount will support two NHPS students in attending camps at Quinnipiac University. One student will learn the fundamentals of digital photography through Modern Storytelling: Introduction to Digital Photography. The student will participate from July 31- August 4. The other student will attend the Business, Entrepreneurship, and Innovation camp and will gain experience exploring the powerful tools and techniques successful businesses use on a daily basis. The student will participate from July 17-28. Students will walk away with analytical and entrepreneurship skills to make them feel more prepared for college and the world of business; at least one new business of their own before the end of the program; and improved business presentation skills and gained confidence in public speaking.
3. **Amount** of Agreement and hourly or session cost: \$5,040
Business, Entrepreneurship, and Innovation from July 17 through 28 at \$3,360.
Modern Storytelling: Introduction to Digital Photography from July 31 - August 4 at \$1,680.
4. **Funding Source** and account number: ESSER II C/O# 2552-6364-56694-0444
5. Approximate number of staff served through this program or service: 0
6. Approximate number of students served through this program or service: 2
7. **Continuation/renewal or new Agreement? New**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? If yes, by how much?
 - i. New Service

- b. What would an alternative contractor cost:
 - i. \$4,000 - \$6,000
- c. If this is a continuation, when was the last time alternative quotes were requested?
 - i. N/A
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
 - i. No, this is a camp which specializes in the courses offered.

8. Type of Service:

Answer all questions:

- a. Professional Development?
 - i. No
 - ii. If this is a professional development program, can the service be provided by existing staff? If no, why not?
- b. After School or Extended Hours Program?
 - i. Extended Hours
- c. School Readiness or Head Start Programs?
 - i. No
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

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

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company:
 - i. New Haven Promise (NHP) has displayed the ability to build a college-going and career and civic-launch culture throughout the city of New Haven in which students in the public schools aspire to attend and graduate from college and return to become active, employed, and empowered New Haven citizens. NHP accomplishes this by providing financial incentives (substantial scholarships),

- ii. <http://www.newhavenpromise.org/>
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?
 - i. RFQ
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected?
 - i. Yes
- d. Who were the members of the selection committee that scored bid applications?
 - i. Arthur Edwards, Christian Tabares, Lysie Rodriguez, Adrienne Douglas, Frankie Roman, Jose Camacho
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.

11. 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?
 - i. NHP provides financial incentives (substantial scholarships), career development, and career and civic launch programming for NHPS students. Contractor performance will be measured by surveys, testimonials and observations. YFCE team will also conduct a site evaluation to gather the data needed to determine effectiveness
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
 - i. To be collected during Summer programming
- c. How is this service aligned to the District Continuous Improvement Plan?
 - i. NHP provides incentives for student achievements and supports students who graduate from high school with a plan and the foundation for future success in their life, college, and career.

12. Why do you believe this Agreement is fiscally sound?

- a. The agreement provides the opportunity for NHPS students to participate in a high quality educational and enrichment opportunity at Quinnipiac University.

13. What are the implications of not approving this Agreement?

- a. NHPS students will not have the opportunity to engage in a phenomenal camp that will provide great experiences and inspire them to reach their educational goals and continue their personal development.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

New Haven Promise

FOR DEPARTMENT/PROGRAM:

Youth, Family, and Community Engagement

This Agreement entered into on the 20 day of June 2023, effective (*no sooner than the day after Board of Education Approval*), the 11 day of July, 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, New Haven Promise Inc. located at, 28 Lincoln Way, New Haven, CT 06511 (herein referred to as the “Contractor”).

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$336 per day, for a total of 15 days.

The maximum amount the contractor shall be paid under this agreement: Five Thousand and Forty Dollars and no cents (\$5,040). 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 **ESSER II C/O Program** of the New Haven Board of Education, **Account Number:** 2552-6364-56694 **Location Code:** 0444.

This agreement shall remain in effect from July 1, 2023 to September 30, 2023

SCOPE OF SERVICE: *In the space below, please provide brief summary of service.*

- The allocated amount will support two NHPS students in attending camps at Quinnipiac University. One student will learn the fundamentals of digital photography through Modern Storytelling: Introduction to Digital Photography. The student will participate from July 31-August 4. The other student will attend the Business, Entrepreneurship, and Innovation camp and will gain experience exploring the powerful tools and techniques successful businesses use on a daily basis. The student will participate from July 17-28. Students will walk away with analytical and entrepreneurship skills to make them feel more prepared for college and the world of business; at least one new business of their own before the end of the program; and improved business presentation skills and gained confidence in public speaking.

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.

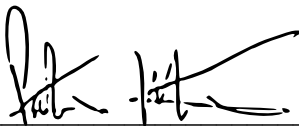
Exhibit B: Student Data Privacy - attached

Exhibit C: Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.

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.



Contractor Signature

President
New Haven Board of Education

06.20.2023

Date

Date

Patricia Melton, President, New Haven Promise

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.



New Haven PROMISE

28 Lincoln Way
New Haven, CT 06511
p. 203 776 6473
f. 203 785 0082
newhavenpromise.org

Board of Directors

EX-OFFICIO DIRECTORS

CHAIR

Peter Salovey
President
Yale University

Justin Elicker

Mayor
City of New Haven

William W. Ginsberg

President and CEO
The Community Foundation for
Greater New Haven

DIRECTORS

William Terry Brown, PhD

CEO
Gateway Community College

Nathan Fuerst

VP for Enrollment Planning &
Management
University of Connecticut

Tamar Gendler

Dean of the Faculty of Arts and
Sciences
Yale University

Christopher O'Connor

CEO and President
Yale New Haven Health

Dr. Judy D. Olian

President
Quinnipiac University

PRESIDENT

Patricia Melton
New Haven Promise

New Haven Promise (NHP) – thanks to the generosity of the Community Foundation for Greater New Haven (CFGNH) and Quinnipiac University (QU) – will be placing a total of thirty (30) students in on-campus summer programs at QU free of charge to the families. All except for one of the on-campus programs cost \$3,360 per student. New Haven Public Schools' grant will cover the costs for two students in two different programs.

The grant will cover the entire cost for a student to attend the on-campus [Modern Storytelling: Introduction to Digital Photography](#) from July 31 through August 4 at \$1,680. During this program, the student will learn the fundamentals of digital photography and photo editing using an interchangeable lens camera in this 5-day program. The student will gain experience by shooting a variety of photo assignments that will expand both their technical skills and creativity, including portrait, candid, landscape, and action photography projects. Photography theory, including principles of exposure and composition, is taught in an engaging way through hands-on experience and group photo reviews. And because no professional photo is complete after pressing the shutter button, the student will also learn key techniques to digitally process and edit their photographs to achieve their vision. Participants will produce a portfolio of professional-quality digital photographs that can be submitted for admission to a photography, photojournalism, communications, or fine-art college-level program.

At the end of this program, the student will walk away with an organized digital photography portfolio showcasing a variety of different skills and styles; edited photographs demonstrating your ability to compose, edit and process digital photos; and a certificate of completion, with a personal review and assessment from a Quinnipiac professor.

The other student will be placed in the [Business, Entrepreneurship, and Innovation](#) from July 17 through 28 at \$3,360. During this program, the student will learn and explore the powerful tools and techniques successful businesses use every day. The Quinnipiac School of Business has designed this program specifically for high school students interested in exploring digital innovation and launching new business ideas. Topics include website development, critical thinking, problem-solving, project management, team dynamics, leadership, research, and validation of ideas as well as an introduction to business planning using a lean business model canvas.

At the end of the program, the student will walk away with analytical and entrepreneurship skills to make them feel more prepared for college and the world of business; at least one new business of their own before the end of the program; and improved business presentation skills and gained confidence in public speaking.

The following pages include the schedules for the programs for your reference. Lastly, please know that NHP and the CFGNH have fundraised over \$50,000 to place additional students in these two on-campus summer programs as well as the [Data Science](#) and [Healthcare Career Exploration Academy](#) to reach our numbers and QU will absorb the difference.

Like us on [FACEBOOK](#)
and follow us on [TWITTER](#)
[@newhavenpromise](#)



Modern Storytelling: Introduction to Digital Photography for High School Students

Perfect for high-school students looking to upgrade their photography skills, this 1-week program provides an immersive, hands-on digital photography curriculum focused on both the creative and the technical, as well as post-production editing techniques to make your photos shine.

Schedule

*July 31 - August 4, 2023**

**Sample Daily Schedule: This is a sample schedule and is subject to change due to a variety of factors.*

Time	Activity	Detail
9 a.m.	Daily Lesson	Introduction to the day’s theme: photography theory, skills, techniques, and professional examples.
11 a.m.	Rapid Fire Photo Assignment	Practice and apply what you have learned in a 30-minute photo challenge.
11:30 a.m.	Photo Review	Individual, peer or group review of the results of the morning’s photos.
Noon	Lunch	Eat and socialize with your classmates.
1 p.m.	Photo Shoot	90-minute individual or group photo shoot based on the day’s theme, skills or technique.
2:30 p.m.	Photo Review	Individual, peer or group review of the results of the morning’s photos.
3 p.m.	Process and Edit Your Work	Now is your chance to learn how to process and edit your own photos using standard photo editing software with instructor support.
4 p.m.	End-of-Day Review and Debrief Meeting	A chance to reflect and discuss the day as well as look to the days ahead.
4:30 p.m.	Dismissal	Dismissal for commuter students.
5 p.m.	Dinner	Dinner will be provided for those students with full room and board.
6 p.m.	Evening Activities (Group Recreation, Games, Guest Speakers, Independent and Group Enrichment Projects)	The evening is reserved for students to have fun, experience our on-campus amenities, and bond with each other and staff through organized group enrichment activities.
10 p.m.	Quiet Time	



Business, Entrepreneurship and Innovation for High School Students

This immersive business development experience provides the tools and knowledge to help bring your future business ideas to life. This 2-week program allows high school students to either stay on campus during a fully residential overnight experience or visit us during the day as a commuter. You choose the path that works best for you.

Schedule

July 17 - July 28, 2023*

**Sample Daily Schedule: This is a sample schedule and is subject to change due to a variety of factors.*

Time	Activity	Detail
9 a.m.	Morning Meetings and Skill Concept Introduction	Introduction of the skill or concept focus of the day such as: business fundamentals, creativity, project management, presentation skills, etc.
10 a.m.	Build Your Skills	Participants have a chance to learn by doing, whether working in teams on challenges, brainstorm business ideas. Learn to develop applications, develop a business plan, collaborate, research and more
Noon	Lunch Break	All meals are included for students.
1 p.m.	Apply Your Skills	We take the concepts and skills learned in the morning and apply them to the ongoing project and goal of delivering high-quality participant-driven business ideas to move towards actual start-ups
3 p.m.	End-of-Day Review and Debrief Meeting	A chance to reflect and discuss the day as well as look to the days ahead.
4:30 p.m.	Break/Commuter Student Dismissal	Organized activities and a break for residential participants. Commuter students are dismissed to go home.
5 p.m.	Dinner	Dinner will be provided for those students with full room and board.
6 p.m.	Organized Activities (Group Recreation, Games, Guest Speakers, Independent and Group Enrichment Projects)	Evening is reserved for overnight students to have fun, experience our on-campus amenities, and bond with each other and staff through organized group enrichment activities.
10 p.m.	Quiet Time	