



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT COVER SHEET

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Please Type

Contractor full name: Prince Hall, Oriental Lodge #6, F&AM.

Doing Business As, if applicable:

Business Address: 106 Goffe St., New Haven, CT 06511

Business Phone: (203) 887-5042

Business email: Dblackmon@amsmanagement.org

Funding Source & Acct # including location code:
ESSER II Grant Program of the New Haven Board of Education,

Account Number: 2552-6363-56697 Location Code: 0015 (Troup - \$10,000)

Principal or Supervisor: Gemma J Lumpkin

Agreement Effective Dates: From 01/10/22. To 06/30/2022.

Hourly rate or per session rate or per day rate. (\$250.00 x 40 two hr. sessions/ \$12.50 per. session/per student)

Total amount: \$10,000

Description of Service: Oriental Lodge will provide weekend programming for up to 20 male students attending Troup School and provide academic support and enrichment activities which will provide structure and the opportunity to engage in positive activities with the members of Oriental Lodge and other participants.

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



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Gemma Joseph Lumpkin
Date: December 7, 2021
Re: Prince Hall, Oriental Lodge #6, F&AM.

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:** Prince Hall, Oriental Lodge #6, F&AM.
2. **Description of Service:** The Oriental Lodge program will provide mentoring for males attending Troup School in grades 5–8. The students will be participating in groups/activities which will support their academic and personal development and inspire positive engagement within their school and respective communities. The program will include tutoring and enrichment activities such as athletic events, movie nights, group discussions, game nights, arts and crafts and other activities which provide a fun experience..
3. **Amount of Agreement and hourly or session cost:** \$10,000 (\$250.00 x 40 two hr. sessions/ \$12.50 per student/per session)
4. **Funding Source and account number:** ESSER II Grant Acct# 2552-6363-56697 Location Code: 0015 (Troup - \$10,000)
5. Approximate number of staff served through this program or service: 0
6. Approximate number of students served through this program or service: up to 20
7. **Continuation/renewal or new Agreement?**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? N/A If yes, by how much?
 - b. What would an alternative contractor cost: \$10,000 - \$15,000
 - c. If this is a continuation, when was the last time alternative quotes were requested? N/A
 - d. For new or continuation: is this a service existing staff could provide. If no, why not?
No, The Oriental Lodge program is specifically designed to promote positive engagement between male mentors who toward supporting the development of young men. The program is facilitated by staff that have significant training in mentoring, community development and engagement.
Students enrolled in the program will:

- Improve attendance in school
- Improve academically
- Experience and engage in positive activities which create positive memories and promote positive behaviors
- Gain positive development, teamwork and leadership skills
- Engage in opportunities to improve the New Haven community through volunteering
- achieve promotions

8. 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?
- b. After School or Extended Hours Program? Extended School Hours
- c. School Readiness or Head Start Programs? No
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? Minority
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? Yes, National
- d. Is the Contractor a public corporation? yes
- 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? 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:
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department? RFQ process
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected? The YFCE and Troup Leadership interviewed and selected Prince Hall, Oriental Lodge #6 as a partner for the ESSER II Grant.
- d. Who were the members of the selection committee that scored bid applications? The members were staff that have extensive experience with academic and enrichment programs in the City of New Haven.
- 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? Prince Hall, Oriental Lodge #6 activities are designed to engage students in purposeful, supportive and meaningful learning experiences that coherently support and challenge students to thrive academically, socially and personally. These are three areas of support that will assist students with identifying and obtaining goals, engaging in positive community activities and allow them to make positive decisions which will enable them to be positive resources in their respective communities. Oriental Lodge Masons have been working with youth primarily from underserved communities for over 40 years. Much of this work has been performed voluntarily. The Prince Hall organization has performed services consistent with our core principles which is to encourage and support youth to be an asset to their communities. This mission statement is based on the enduring values promoted by the Prince Hall Grand Lodge of CT and Freemasonry in its entirety. Our core values include Brotherly Love, Relief and Truth, Honesty, Integrity and Morality. The Oriental Lodge Masons have historically provided program geared towards assisting young males between the ages of 8-18 in developing sustainable mentor based relationships with the members of Oriental Lodge #6. Participants are encouraged to develop a perspective regarding their community that leads to healthy, positive, respectful and positive actions.
- b. The development of positive character, social and emotional development and positive community interaction are all areas which support the district's priorities. The program will be evaluated based on the grantor provided assessment tool. The APT tool indicates whether students are engaged in meaningful enrichment activities and that program staff appropriately interacted with students in an effective manner.
- c. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
- d. How is this service aligned to the District Continuous Improvement Plan?
Prince Hall, Oriental Lodge #6 activities engage students in purposeful, supportive and meaningful learning experiences that coherently support and challenge students to thrive academically, socially and personally. These are three areas of support that will assist students with attending school, identifying and obtaining goals, engaging in positive community activities and allow them to make positive decisions which will enable them to be positive resources in their respective communities. The development of positive character, social and emotional development and positive community interaction are all areas which support the district's priorities.

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

The Prince Hall, Oriental Lodge #6 program provides a community based program, at a reasonable cost, which will engage up to 20 NHPS middle school students. The students participate in activities such as life skills, team building, and other enrichment activities that stimulate their respective interest. The program encourages students to engage in leadership roles while understanding the importance of social responsibility. The mentoring provides a residual benefit of community support from professional men who have a vested interest in the greater New Haven community. The Prince Hall, Oriental Lodge #6 mentors will provide a role model and positive resource for the mentees/students.

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

Students will not benefit from the unique experience provided by Prince Hall, Oriental Lodge #6 members. The students will not be involved in a program that offers the opportunity to establish positive relationships and support them academically, their personal development as well as promote positive community engagement.



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Prince Hall, Oriental Lodge #6
FOR DEPARTMENT/PROGRAM:

YFCE

This Agreement entered into on the 10th day of Jan 2022, effective (*no sooner than the day after Board of Education Approval*), the 11th day of January, 2022, by and between the New Haven Board of Education (herein referred to as the "Board" and, Prince Hall, Oriental Lodge #6. located at 106 Goffe St, 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 \$250 per 2 hour session, for a total of 40 sessions.

The maximum amount the contractor shall be paid under this agreement: ten thousand dollars and no cents (\$10,000). 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 ESSER II Grant **Program** of the New Haven Board of Education, **Account Number:** 2552-6363-56697 **Location Code:** 0015 (Troup)

This agreement shall remain in effect from January 10, 2022 to June 30, 2022

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

The Prince Hall-Oriental Lodge No. 6, program will provide mentoring for up to 20 male middle school students at Troup School, grades 5 - 8. The students will be participating in groups/activities which will support their academic and personal development through mentoring and engagement in their school and respective communities. Students will attend life skills and leadership groups, community events and volunteer at community events with mentors. Prince Hall Mentors will provide additional engagement opportunities during the NHPS recess breaks in February and April of 2022.

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***. 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.

Winston Ware

Contractor Signature

President

New Haven Board of Education

December 6, 2021

Date

Date

Winston Ware/ Worshipful Master

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

Oriental Lodge No. 6, F. & A. M., Inc. Prince Hall

106 Goffe St., New Haven, CT 06511 Meetings 1st and 3rd Monday of Month Meeting start time
7:00 P.M.



Oriental Lodge #6 Scope of Service for ESSR II Grant NHBOE

The Prince Hall-Oriental Lodge No. 6, program will provide mentoring for up to 20 male middle school students at Troup School, grades 5 - 8. The students will be participating in groups/activities which will support their academic and personal development through mentoring and engagement in their school and respective communities. Students will attend life skills and leadership groups, community events and volunteer at community events with mentors. Prince Hall Mentors will provide additional engagement opportunities during the NHPS recess breaks in February and April of 2022.

