



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Please Type**

Contractor full name: RYASAP

Doing Business As, if applicable: Public Allies Connecticut

Business Address: 2470 Fairfield Ave

Business Phone: 203-579-8787

Business email: shaneer@publicallies.org

Funding Source & Acct # including location code: ARP ESSER III Carryover 2553 6399

56694- 0012 Principal or Supervisor: Dr. Nicholas Perrone

Agreement Effective Dates: From 2/1/2023. To 06/30/2023.

Hourly rate or per session rate or per day rate.

Total amount: \$16,300.00

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

The Edgewood Public Ally would center their work on student empowerment.

This person will work with focus groups of students to gather ideas and projects for student-led groups.

Submitted by: Dr. Nicholas Perrone Phone: 475-220-8000



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Dr. Nicholas Perrone  
**Date:** October 12, 2022  
**Re:** Public Allies Connecticut partnership at Edgewood School

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**Executive Summary/ Statement:** (Please provide 1-2 sentences describing the Service – do not leave blank):

This partnership will yield a service corps member from the Public Ally organization who will work full-time at Edgewood School to center their work on student empowerment. This person will work with focus groups of students to gather student-generated ideas and projects. Projects might include community service events, facilitating our Guest Artist Program, student-led products (e.g., newspapers, video news shows), and student voice events (e.g., poetry slams, vigils, marches, etc.).

**Amount of Agreement and the Daily, Hourly or per Session Cost: TOTAL: \$16,300**

**Funding Source & Account #:** ARP ESSER III Carryover: 2553 6399 56694 0012

**Key Questions:** (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. Please describe how this service is strategically aligned to the District Continuous Improvement Plan?

This service fits best under the goal of Youth & Family Engagement. The corps member will support student engagement, extended learning opportunities, at-risk youth success, and attendance efforts.

2. What specific need will this contractor address?

During our CoVID shutdown period, student engagement and empowerment became even more difficult than a typical year; as a result, student leadership groups did not regularly meet. Additionally, the district and school experienced higher chronic absenteeism and less engagement than in previous years. Having an ally devoted to this work will help re-engage student leadership groups, recruit at-risk students to participate, and empower their collective work.

3. How was the contractor selected? Quotes? RFP? Sealed Bid or Sole Source? Please describe the selection process including other sources considered and the rationale for selecting this method of selection:

Sole Source: Public Allies CT has partnered with local school districts including New Haven in

the past; they are the only organization that provides this type of service and includes all necessary training and professional development for their corps members.

4. If this is a continuation service, when was the last time the alternatives were sought?  
Continuation
5. What specific skill set does this contractor bring to the project?  
This video will best answer this question: <https://www.youtube.com/watch?v=maVd8jvyiAU>
6. How does this contractor fit into the project as a whole? (If the contractor is an individual, please attach a copy of their resume):  
The Public Ally CT organization will provide a service corps member who will work on-site full time for the 2022-2023 academic year.
7. Is this a new or continuation service? Continuation
8. If this is a continuation service has cost increased? No
  - a) If yes, by how much?
  - b) What would an alternative contractor cost? n/a
  - c) Is this a service existing staff could provide? Why or why not? Not for the price that Public Allies charges
9. Evidence of Effectiveness: How will the contractor's performance be monitored and evaluated?  
Please see the attached *Member Position Description Worksheet* noting Service Objectives 1-3. These service objectives will provide measures for performance monitoring and evaluation.
10. If a continuation service, attach a copy of the previous evaluations or archival data demonstrating effectiveness. (If archival data includes lengthy reports, syllabi, training materials, etc., please have a copy available for review)
11. If the service is a professional development program, can the training be provided internally, by district staff?
  - a) If not, why not?
  - b) How will the output of this Agreement contribute to building internal capabilities?
12. Why do you believe this Agreement is fiscally sound? This agreement uses a small amount of funds to hire a full-time employee. The district could not hire an employee for this cost when you include benefits. It is a significant deal!
13. What are the implications of not approving this Agreement? We will not be equipped to re-engage and empower as many students without this person.



NEW HAVEN PUBLIC SCHOOLS

**AGREEMENT**  
**By And Between**  
**The New Haven Board of Education**  
**AND**

**Public Allies Connecticut**

FOR DEPARTMENT/PROGRAM:

**Edgewood Creative Thinking Through STEAM Magnet School**

This Agreement entered into on the 9th day of January 2023, effective on the 1st day of February, 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, Public Allies Connecticut located at, 2470 Fairfield Ave Bridgeport CT 06605 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$16,300 total for a full-time AmeriCorps Member during the 2022-2023 academic year.

The maximum amount the contractor shall be paid under this agreement: \$16,300. 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 ARP ESSER III Carryover Program of the New Haven Board of Education, **Account Number:** 2553 6399 56694 **Location Code:** 0012.

This agreement shall remain in effect from 2/1/23 to 6/30/23.

**SCOPE OF SERVICE:** *Please describe service deliverables, including, locations and costs for service, including travel and supplies, if applicable. A detailed Scope of Service with pricing must be attached as Exhibit A).*

Public Allies will provide a full-time corps member. Below is a description about their services:

Public Allies is a social justice organization committed to changing the face and practice of leadership by recruiting and training talented young leaders, with a passion for social impact, to create meaningful change in our community. Our Allies are diverse, equity-centered, innovative problem solvers, dedicated to mobilizing community assets to develop solutions to local challenges. In partnership with nonprofit partners, we deliver our nationally recognized, values-driven, results-led apprenticeship to advance our mission to create a just and equitable society and the diverse leadership to sustain it.

Public Allies Connecticut is intentional about recruiting young leaders whose promise and potential are too frequently overlooked, dismissed, or ignored, including young adults aging out of the foster care system; our brothers and sisters who must remake their lives following incarceration; and single mothers seeking a bridge from GED to college and career. They need – and deserve – opportunities like Public Allies to activate their full leadership potential.

Public Allies Connecticut is a program of [Regional Youth Adult Social Action Partnership \(RYASAP\)](#). Our work is made possible through funding from the [Connecticut Commission on Community Service](#) and [AmeriCorps](#).

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

**Exhibit B: Student Data and Privacy Agreement:** *Attached*

**Exhibit C: Edgewood Ally Position Description** – *Document provided by Public Ally; 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'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

12/15/22

Date

\_\_\_\_\_  
President

New Haven Board of Education

\_\_\_\_\_  
Date

Shanee Ransom, Site Director Public Allies Connecticut  
Contractor Printed Name & Title

Revised: 12/3/19



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.



# MEMORANDUM

## BUREAU OF PURCHASES

### CITY OF NEW HAVEN

Shawn J. Garris, Acting Purchasing Agent  
200 Orange Street, New Haven,  
Connecticut 06510  
Telephone (203) 946-8201  
Facsimile (203) 946-8206  
Email: sgarris@newhavenct.gov

DATE: December 12, 2022  
TO: Nicholas Perrone, Ed.D

SLSRC #20221202NHPS
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FM: Shawn J Garris,  
Acting Purchasing Agent

RE: Sole Source – Public Allies CT.

I have received your sole source request with supportive documentation for the above referenced vendor to continue facilitating a unique youth leadership program design to recruit a difficult to reach student population through supportive engagement and learning opportunities in order to produce student-generated ideas and projects. Additionally, this is the only social justice organization in the region that provides this type of training and professional development for student leaders.

Therefore, pursuant to Section 74(d)(i) of the City Charter, I hereby designate the above referenced vendor as the "Sole Source" vendor for the above referenced purpose. Please prepare the appropriate procurement documents and include this Sole Source letter with your request.

**While all else remains the same, this sole source expires five years from the date of this letter.**

Please note any non-competitively bid contract which is \$100,000.00 or greater may require Board of Alderman approval.

Any questions, please feel free to contact me @ x8202.

cc: Arami Martinez, Accounts Payable  
File



## Sole Source Request

From: Dr. Nicholas Perrone, principal of Edgewood School

To: sgarris@newhavenct.gov

Cc: CarlC@new-haven.k12.ct.us

### Reasons for Sole Source – For reference only:

1. only one known source that can provide the commodity or service;
2. unique source (commodity/service is unique/special in nature);
3. compatibility (e.g., a public safety agency requiring a specific piece of equipment to be compatible with an existing equipment system);
4. limited or proprietary systems (additional licenses, updates, specialized replacement parts, etc.);
5. a professional expert is requested; and sales territories or product availability within limited geographic boundaries.

### Request for Public Allies Connecticut

1. **Description of Service:** Public Allies will provide a full-time corps member within a school for a cost of \$16,300. This goes beyond a typical entry-level position for a school organization, and costs much less than hiring a full-time employee. Public Allies is a social justice organization committed to changing the face and practice of leadership by recruiting and training talented young leaders, with a passion for social impact, to create meaningful change in our community. Our Allies are diverse, equity-centered, innovative problem solvers, dedicated to mobilizing community assets to develop solutions to local challenges. In partnership with nonprofit partners, we deliver our nationally recognized, values-driven, results-led apprenticeship to advance our mission to create a just and equitable society and the diverse leadership to sustain it. Public Allies Connecticut is intentional about recruiting young leaders whose promise and potential are too frequently overlooked, dismissed, or ignored, including young adults aging out of the foster care system; our brothers and sisters who must remake their lives following incarceration; and single mothers seeking a bridge from GED to college and career. They need – and deserve – opportunities like Public Allies to activate their full leadership potential.
2. **Documented Research:** No other organizations compared to what Public Allies Connecticut offers; City of New Haven website was consulted:  
<https://www.jobapscloud.com/oec/NewHaven>
3. **Description of Marketplace:** This organization sources future leaders from the local community, matches them with an organization (e.g., school), and provides embedded professional development to enhance their professional skills.
4. **Known Compatibility Issues:** n/a
5. **Timing Issues:** n/a