



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Southern Connecticut State University

Doing Business As, if applicable:

Business Address: 501 Crescent St. New Haven, CT 06515

Business Phone: 203-392-6857

Business email: mikaelianp1@southernct.edu

Funding Source & Acct # including location code: ESSER II

[2552-6363-56694-SS46]

Principal or Supervisor: Gregory Baldwin

Agreement Effective Dates: From 07/03/23. To 08/31/23.

Hourly rate or per session rate or per day rate. Note: Session rate consistent with SCSU lecturer pay rate.

Total amount: \$9,337.92

Description of Service: A professor from SCSU will be providing preparation, materials, instruction and evaluation of students in a college credit class at New Haven Academy, as approved by the Early College Experience program of SCSU. The summer intensive course is being offered as an NHA summer program under the ESSER II funds.

Submitted by: Meredith Gavrin Phone: 203-214-0924

Jubie Lopez

8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: **Greg Baldwin and Meredith Gavrin, New Haven Academy**
Date: **April 27, 2023**
Re: **Agreement for summer college course instruction**

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:** Southern CT State University
2. **Description of Service:** Preparation, instruction and evaluation for 3-credit college course affiliated with SCSU's Early College Experience program. (Instructor has been approved by SCSU for this purpose).
3. **Amount** of Agreement and hourly or session cost: **\$9,337.92** per session, per state university rate for 3-credit lecturer instruction.
4. **Funding Source** and account number: ESSER II [2552-6363-56694-SS46]
5. **Continuation/renewal or new Agreement? New agreement**

Answer all questions:

- a. If continuation/renewal, has the cost increased? If yes, by how much? N/A
 - b. What would an alternative contractor cost: N/A
 - 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; existing staff are neither available nor approved by SCSU to grant PSC 200: Political Change and Conflict credit to our students.
6. **Type of Service:** Program for students (instruction and evaluation)
Answer all questions:

- a. Professional Development?
 - 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?
- c. School Readiness or Head Start Programs?
- d. Other: (Please describe)

7. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business?
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national?
- d. Is the Contractor a public corporation?
- e. Is this a renewal/continuation Agreement or a new service?
- f. If it is a renewal/continuation has cost increased? If yes, by how much? [Note that the cost of last summer's course was higher than this summer's.]
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:

8. Contractor Selection:

Answer all questions

SCSU provides Early College Experience classes on an ongoing basis as a collaboration with NHA (and other NHPS schools). We have run classes under the ECE program during the spring semester of 2020, 2021, 2022, 2023 and over the summer of 2021 and 2022.

- 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?
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: SCSU is one of a limited number of providers of an Early College Experience for high school students. UConn does so under a different type of program.

9. Evidence of Effectiveness & Evaluation

Answer all questions

The contractor will provide accelerated learning for participating students; they will not only engage in learning that will reinforce their reading and writing skills in preparation for college, but in addition, the course will earn students 3 credits at SCSU which they can transfer when they matriculate full-time as undergraduates. NHA administrators will observe the course and review student work on occasion.

- 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?
- 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?

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

SCSU sets the cost for each course under this collaboration. The rate stated herein is SCSU's stated professor adjunct rate.

11. What are the implications of not approving this Agreement? ESSER II offerings at New Haven Academy will be fewer in number, able to accommodate fewer students, and will primarily be remedial (this is our primary offering to accelerate learning).

**AGREEMENT BETWEEN
The New Haven Board of Education
AND
Southern Connecticut State University**

This agreement (“PSC 200 at New Haven Academy”) is made by and between the New Haven Public Schools, a primary agency of the NEW HAVEN BOARD OF EDUCATION (the Board), New Haven, CT and SOUTHERN CONNECTICUT STATE UNIVERSITY (SCSU). SCSU is a constituent institution of the Connecticut State Colleges & Universities (CSCU), which is an agency of the State of Connecticut.

The Board and **SCSU** do mutually agree as follows:

1. Services to be Provided

(a) Attachments 1 (Scope of Service) and 2 (Cost of Service) of this agreement specify the work to be performed by SCSU through its Department of Finance and Real Estate, a component organization of the SCSU School of Business.

(b) The Board retains the unilateral right to require changes in the services so long as the changes are within the general scope of work to be performed hereunder. If the change results in an increase or decrease of funds, both parties shall agree in writing on this price change.

2. Term of Agreement

Performance under this Agreement commences on **July 03, 2023** and continues until agreed upon services are completed, but no later than **August 31, 2023**.

3. Compensation and Method of Payment

(a) Compensation. The Board shall compensate SCSU for services performed and make payments to SCSU, in response to invoices received from SCSU. The total price to The Board for the services to be provided by SCSU under the Agreement *may not exceed* (time and materials) **Nine Thousand Three Hundred and Thirty Seven Dollars and Ninety Two Cents (\$9,337.92)**.

(b) Method of Payment. SCSU shall submit invoices to:
Karen Barnes
Business Office
New Haven Board of Education
(475) 220-1333
(203) 946-7436 (Fax)

karen.barnes@new-haven.k12.ct.us

- (c) Remittance of Payment. The Board shall send payment for invoices to: Pamela Mikaelian
Director of Accounting Services
Southern Connecticut State University
501 Crescent Street, New Haven CT 06515-1355
203-392-6857
mikaelianp1@southernct.edu

The Board shall pay SCSU no later than ninety days after receipt of each invoice.

4. Federal Funding Acknowledgement

- (a) The source of these funds are: ESSER II Special Funds [2552-6363-56694-SS46]

5. This contract (does/does not) contain federal funds.

i. If contained, the source of these federal funds is: ARP ESSER II Grant

ii. The CFDA Number is: N/A

iii. The total dollar value of federal funds supporting this contract: **\$9,337.92**

iv. The percentage of the total contract value supported by federal funds: 100%

v. The terms and conditions that apply to this federally-funded contract are contained in Attachment 3

- (c) There (are/ are not) programmatic conditions that apply to this contract, regardless of the type of funding. If applied, these conditions are contained in Attachment 3.

5. Administrative Officers

The Board designates Meredith Gavrin and SCSU designates **Trudy Milburn** to serve as Administrative Officers for this Agreement. All contact between the Board and SCSU regarding administrative matters relative to this Agreement shall be coordinated through the Administrative Officers.

For the Board Program Matters:

Meredith Gavrin
Program Director / Magnet Resource
New Haven Academy
444 Orange Street
New Haven, CT 06511
(475) 220-6611 office
(203) 214-0924 cell
meredith.gavrin@new-haven.k12.ct.us

For SCSU Program Matters:

Trudy Milburn
Associate Vice President for Academic Affairs
Southern Connecticut State University
501 Crescent Street
New Haven CT 06515-1355
(203) 392-5761
milburnt1@southernct.edu

For the Board Contract Matters:

Patricia DeMaio
Grants Manager
New Haven Board of Education
54 Meadow Street
New Haven, CT 06519
475-220-1372
patricia.demaio@new-haven.k12.ct.us

For SCSU Contract Matters:

Cynthia Shea-Luzik
Manager, Contract Compliance & Purchasing
Southern Connecticut State University
501 Crescent Street
New Haven CT. 06515-1355
203-392-5490
shealuzik1@southernct.edu

6. Amendment of Agreement

This Agreement may be amended only as the Board and SCSU mutually agree in writing. Except for the specific provision of the Agreement which is amended, the Agreement remains in full force and effect after such amendment.

7. PUBLICITY:

The Board will not use the name of SCSU nor of any members of SCSU's staff, in any publicity, advertising, or news release (except as sponsor/collaborator) without the prior approval of an authorized representative of SCSU. SCSU will not use the name of the Board, nor any employee of the Board, in any publicity (except as sponsor /collaborator) without the prior written approval of the Board.

8. Applicable Law

This Agreement shall be construed and enforced according to the laws of the State of Connecticut. The Board and SCSU shall comply with all applicable federal, State, and local law.

9. Records

The Board and SCSU shall retain all records relating to the subject of this Agreement for three years after the termination of this Agreement.

10. Drug and Alcohol Free Workplace

The Board and SCSU shall comply with the State's policy concerning drug and alcohol free workplaces and shall remain in compliance throughout the term of this Agreement.

11. Entire Agreement

This Agreement, together with the Exhibits incorporated by reference, if any, represents the complete and final understanding of the Board and SCSU. No other understanding, oral or written, regarding the subject matter of this Agreement, may be deemed to exist or to bind the parties at the time of execution.

State of CT Provisions:

Sovereign Immunity: Contractor and SCSU acknowledge and agree that nothing in this Agreement shall be construed as a modification, compromise or waiver by SCSU or the State of Connecticut of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this Agreement. To the extent that this section conflicts with any other section, this section shall govern.

Disputes and/or Claims Against the State: Contractor and SCSU agree to enter into negotiation to resolve any dispute. Both Parties agree to negotiate in good faith to reach a mutually agreeable settlement within a reasonable amount of time. In the event negotiation is unsuccessful, Contractor agrees that the sole and exclusive means for the presentation of any claim against the State of Connecticut or the University arising from this Agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State), and Contractor further agrees not to initiate legal proceedings in any state and federal court in addition to, or in lieu of, said Chapter 53 proceedings.

Non-Discrimination: Contractor and SCSU agree, as required by sections 4a-60 and 4a-60a of the Connecticut General Statutes, not to discriminate against any person on the basis of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, sexual orientation, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such party that such disability prevents performance of the work involved. Contractor agrees to comply with all applicable federal and state of Connecticut nondiscrimination and affirmative action laws, including, but not limited to, sections 4a-60 and 4a-60a of the Connecticut General Statutes.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first set forth herein.

Southern Connecticut State University



By: _____
Robert S. Prezant
Provost and Vice President for Academic Affairs
Date: May 2, 2023 _____

New Haven Board of Education

By:

President
New Haven Board of Education
Date:

Attachment 1 – Scope of Service

New Haven Academy Proposal

Professor Wayne Lavender, Part-time faculty in Political Science, will teach the course “Political Change and Conflict” (PSC200) at New Haven Academy (NHA) for the Summer 2023 term. This course will be taught in on-ground format (see times below).

Course Catalog Description:

PSC 200 - POLITICAL CHANGE AND CONFLICT

Analysis of conflicts among political, social, and economic groups within nations and the responses of governments through consensus, cooperation, or violence to maintain order or expand rights and opportunities.

When: Summer 2023, MWF 9-11:45 a.m. + Additional asynchronous work required.

Where: New Haven Academy

Course Objectives

This is a class about the ways that politics varies across countries, and why such differences exist. More specifically, this course has the following objectives:

- To introduce students to the comparative study of politics in different countries
- To demonstrate why considering politics in a comparative perspective is so fascinating and challenging
- To provide a basic knowledge of the global varieties of political life
- To develop critical thinking and analytical writing skills
- To encourage students to consider how their own lives intersect with global political issues, including rights and responsibilities of global citizenship.

Item	Cost to
SCSU Cost Per Credit	\$3,112.64
Number of Credits	3
Total	\$9,755.19