



**NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET**

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Connecticut Science Center

Doing Business As, if applicable:

Business Address: 250 Columbus Boulevard, Hartford, CT 06103

Business Phone: 860-520-2122

Business email: hsciencecenter.org

SS# OR Tax ID #: On File

Funding Source & Acct # including location code: Magnet 17-22

Davis:

Davis Academy Arts & Design C/O, Acct # 2517-6261-56694-0009;

King/Robinson: Magnet 17-22 King/Robinson IB STEM C/O, Acct # 2517-6263-56694-0030

Principal or Supervisor: Michele Bonanno

Agreement Effective Dates: From 2/8/2021 To 6/30/2021

Hourly rate or per session rate or per day rate: \$20,000/school (2 schools)

Total amount: \$40,000

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

CT Science Center will provide Coaching Support to educators with the tools and strategies to integrate inquiry teaching and learning in the planning and

Implementation of standards with the foundation of the Connecticut Science Standards standards that is design in small sessions.

Submitted by:

[Handwritten signature]

Phone: 8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Michele Bonanno
Date: January 14, 2021
Re: CT Science Center Agreement

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:** *CT Science Center*
2. **Description of Service:** *CT Science Center to provide workshop that will support educators with the tools and strategies to integrate inquiry teaching and learning in the planning and implementation cycle.*
3. **Amount of Agreement and hourly or session cost:** *\$40,000 (\$20,000 per school for 2 schools)*
4. **Funding Source and account number:** *Magnet 17-22 Davis Academy Arts & Design C/O, Acct #: 2517-6261-56694-0009; Magnet 17-22 King/Robinson IB STEM C/O, Acct #: 2517-6263-56694-0030.*
5. **Continuation/renewal or new Agreement?**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? If yes, by how much? *New Svc, cost did not increase.*
 - b. What would an alternative contractor cost?
 - c. If this is a continuation, when was the last time alternative quotes were requested?
 - d. For new or continuation: is this a service existing staff could provide. If no, why not? *The training is specific to the goals of the Magnet School Assistance Program grant and cannot yet, at this time be provided internally.*
6. **Type of Service:**
Answer all questions:
 - a. Professional Development? *Yes*
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? *The training is specific to the goals of the Magnet School Assistance Program grant and cannot yet, at this time be provided internally.*
 - b. After School or Extended Hours Program? *No*
 - 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? *No*
- b. Is the Contractor Local? *No*
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national?
Yes, Statewide.
- d. Is the Contractor a public corporation? *No*
- e. Is this a renewal/continuation Agreement or a new service? *New Svc.*
- f. If it is a renewal/continuation has cost increased? If yes, by how much? *No cost increase.*
- g. Will the output of this Agreement contribute to building internal capabilities?
If yes, please explain:

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. *This contractor has been selected by the State of Connecticut to lead the roll out of the Next Generation Science Standards. They are recognized by the State and Federal Education agencies as the experts when it comes to implementation of inquiry and NGSS in the state of Connecticut.*
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source? *N/A*
- c. Please describe the selection process including other sources considered and the rationale for selecting this Contractor: *This contractor was vetted at the time the grant was written by the Dept. of Education.*

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? *This contractor will provide professional development and coaching to teachers around best practices for inquiry that are aligned with the Next Generation Science standards and Common Core.*
 - 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? *This service is strategically aligned to the district goals because it supports teachers in building upon their instruction capacity to better serve our students.*
10. Why do you believe this Agreement is fiscally sound? *This agreement is fiscally sound because it is aligned with the goals of the MSAP grant and will support teachers in increasing their instructional capacity.*
11. What are the implications of not approving this Agreement? *If this agreement is not approved, we will be out of compliance in providing the prescribed professional development outlined in the MSAP proposal.*



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Connecticut Science Center

FOR DEPARTMENT/PROGRAM:

Davis Academy for Arts & design Innovation
King/Robinson IB STEM

This Agreement entered into on the 13th day of January, 2021, effective (*no sooner than the day after Board of Education Approval*), the 8th day of February, 2021, by and between the New Haven Board of Education (herein referred to as the "Board" and, Connecticut Science Center located at, 250 Columbus Blvd., Hartford, CT 06103 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$20,000 per school for a total of two (2) schools.

The maximum amount the contractor shall be paid under this agreement: Forty thousand dollars (**\$40,000**). 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 **Federal Magnet 17-22 C/O Program** of the New Haven Board of Education, **Davis: Magnet 17-22 Davis Academy Arts & Design C/O, Account Number: 2517-6261-56694 Location Code: 0009 (\$20,000); King/Robinson: Magnet 17-22 IB STEM C/O, Account Number: 2517-6263-56694 Location Code: 0030 (\$20,000)**.

This agreement shall remain in effect from February 8, 2021 to June 30, 2021.

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

Coaching Support: The focus is to provide educators with the tools and strategies to integrate inquiry teaching and learning in the planning and implementation cycle. Virtual strategies will be integrated. In 1:1 and small group sessions, teachers will work with the Professional Learning Specialist to discuss, develop and review lesson plans. The dates and times will be determined and scheduled with the professional learning specialist.

Next Generation Science Standards Workshop: The focus of this series is to provide educators with a foundation of the Next Generation Science Standards. Through virtual workshop offerings designed in small sessions, modules we will support educators to learn about the structure and anatomy of the NGSS. Additionally, we will support best practices that support inquiry and three-dimensional learning.

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' 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.

Megan Ramer
Contractor Signature

President
New Haven Board of Education

1/18/2021
Date

Date

Megan Ramer, Director of Programs
Contractor Printed Name & Title

Revised: 11/27/19



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.

Revised: 10/2/18

Proposal for Scope of Services New Haven Public Schools 2020-2021

Background and Statement of Purpose

The Mandell Academy for Teachers at the Connecticut Science Center (Mandell Academy) and New Haven's Magnet Schools have had a strong partnership around professional learning. For the past two years educators and professional learning specialists have worked closely to support instruction through an inquiry lens. Our work has included workshops, coaching, unit development as well as lesson level revisions.

To continue their work, the school is seeking continued support from the Mandell Academy. The range of services are listed below

Proposed Schedule of Offerings

Coaching Support

The focus is to provide educators with a tools and strategies to integrate inquiry teaching and learning in the planning and implementation cycle. Virtual strategies will be integrated. In 1:1 and small group sessions, teachers will work with a Professional Learning Specialist to discuss, develop and review lesson plans. The dates and times will be determined and scheduled with the professional learning specialist.

Next Generation Science Standards Workshop Offerings

The focus of this series is to provide educators with a foundation of the Next Generation Science Standards. Through virtual workshop offerings designed in small sessions, modules, we will support educators to learn about the structure and anatomy of the NGSS. Additionally, we will support best practices that support inquiry and three-dimensional learning.

Pricing

Item	Description	Cost
Coaching Support	The specialist works with a teacher or groups of teachers to support identified needs related inquiry and/or NGSS. This includes pedagogy of inquiry or NGSS, lesson planning, reviewing student outcomes, and continued collaboration. Specifics topics are determined prior to the coaching session.	½ day - \$750 (for 3.5 consecutive hours) Hourly - \$350
Virtual Workshop for up to 20 participants	1 Module workshop 2 Module workshop Inquiry or NGSS topics (60-90 min per module)	\$1,250 \$2,500
Community of Practice - Up to 20 participants	1 60 minute session A focused conversation with colleagues around a topic related to best practices associated with inquiry or the Next Generation Science Standards.	\$450 per session
Cancellation Notice - To avoid a charge of \$300, notice must be provided in writing to the specialist by noon on the business day prior to the event.		

Notices and Agreement

Any notices with regard to this agreement should be sent via U.S. mail or email as follows:

To Michele Bonanno
54 Meadow Street
New Haven, Connecticut 06519
Michelle.Bonanno@new-haven.k12.ct.us

To the Connecticut Science Center:

Holly Hollander, Director of the Mandell Academy
250 Columbus Boulevard

Hartford, CT 06103

Phone: 860-520-2122

Email: hhollander@ctsciencecenter.org

Agreed to:

Holly Hollander

January 11, 2021

Holly Hollander

Date

Connecticut Science Center

Michele Bonnano
New Haven Public Schools

Date