



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: The Regents of the University of California, Los Angeles (UCLA)

Doing Business As, if applicable:

Business Address: 10889 Wilshire Blvd. Suite 700, Los Angeles, CA 90095-1406

Business Phone: (310) 794-8586

Business email: jwang@cresst.org

Funding Source & Acct # including location code: Magnet 17-22 Magnet Office C/O;
2517-6258-56680-0000

Principal or Supervisor: Michele Bonanno

Agreement Effective Dates: From 05/09/2023 To 06/30/2023

Hourly rate or per session rate or per day rate: \$3,000: Rigorous evaluator, work in related webinars or calls, maintaining and updating the IRB application as needed, submitting request for 2021-22 student data from the District, and assisting in the APR submission; \$62,000: Review, analyze and report on study outcomes in 2021-22 magnet school attendance study; \$5,000: Work with the District in preparing the required evaluation summary report.

Total amount: \$70,000

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

Serve as the evaluator for the District's rigorous work by participating in MSAP related webinars or calls as well as maintaining and updating the IRB application with UCLA as needed and submitting request for 2021-22 student data as well as assisting in the APR submission. Review, analyze and report on study outcomes for the magnet school attendance study. Work with the District in preparing the required evaluation summary report.

Submitted by: Jubie Lopez Phone: 8-1436



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Michele Bonanno
Date: December 6, 2022
Re: The Regents of the University of California, Los Angeles (UCLA) 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:** *The Regents of the University of California, Los Angeles (UCLA)*
2. **Description of Service:** *Serve as the evaluator for the District's rigorous evaluator; participating in MSAP related webinars or calls and updating the IRB application as well as submitting student data; assisting in the APR submission.*
3. **Amount of Agreement and hourly or session cost:** *\$3,000/service: to serve as evaluator for the District's rigorous work by participating in the MSAP related webinars or calls; maintaining and updating the IRB application with UCLA as needed; by submitting request for 2021-22 student data from the district; and by assisting in the APR submission; \$62,000/service: to review, analyze and report on study outcomes in 2021-22 for the magnet school attendance study; \$5,000/service: to work with the District in preparing the required evaluation summary report.*
4. **Funding Source** and account number: *Magnet 17-22 Magnet Office C/O; 2517-6258-58860-0000*
5. Approximate number of staff served through this program or service:
6. Approximate number of students served through this program or service:
7. **Continuation/renewal or new Agreement?**
Answer all questions:
 - a. If continuation/renewal, has the cost increased? If yes, by how much? *New service, cost decreased.*
 - b. What would an alternative contractor cost: *We did not put this out to bid because the contractor was vetted during the grant application process in 2017.*
 - 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? *This is not a service existing staff can provide because we do not have onsite researchers in the New Haven Public Schools.*
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? *N/A*
- b. After School or Extended Hours Program? *N/A*
- c. School Readiness or Head Start Programs? *N/A*
- d. Other: (Please describe): *This is a Rigorous Evaluation Research Study to evaluate the effect the MSAP Grant has had on the funded schools.*

9. 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? *This is a University located in California.*
- d. Is the Contractor a public corporation? *No*
- 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? *No, it decreased.*
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: *The output of this agreement will provide us an evaluation that can be used to advance our school improvement efforts.*

10. Contractor Selection:

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: *The contractor has been evaluating Magnet Programs for over 10 years. They have extensive knowledge of the New Haven grant application and evaluation design as they supported us in the submission of the grant.*
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department? *The contractor was selected based off of their prior experience in the field of Rigorous Evaluation.*
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected? *No other contractors were considered.*
- d. Who were the members of the selection committee that scored bid applications?
- 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? *The contractor will provide a Rigorous Evaluation Report to the district and the USDOE. They will provide feedback that will support us in adjusting our practices to meet the needs of all learners. The performance will be monitored based on submissions of deliverables by the established due dates.*
- 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 aligned to the District Continuous Improvement Plan because it is an evaluation of our implementation of magnet curriculum and methods and its direct link to student achievement and engagement.*

12. Why do you believe this Agreement is fiscally sound? *This agreement is fiscally sound because it is an evaluation of our practices that will provide us feedback on student achievement.*
13. What are the implications of not approving this Agreement? *If this agreement is not approved then NHPS will be out of compliance with the requirements of the 2017 MSAP Grant.*

Rev: 8/2021



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

The Regents of the University of California, Los Angeles (UCLA)

FOR DEPARTMENT/PROGRAM:

Magnet Schools Assistance Program

This Agreement entered into on the 6th day of December, 2022, effective (*no sooner than the day after Board of Education Approval*), the 9th day of May, 2023, by and between the New Haven Board of Education (herein referred to as the “Board” and, The Regents of the University of California, Los Angeles (UCLA), located at 10889 Wilshire Boulevard, Suite 700, Los Angeles, CA 90095-1406 (herein referred to as the “Contractor”).)

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of **\$3,000/service**: to serve as evaluator for the District’s rigorous work by participating in the MSAP related webinars or calls; maintaining and updating the IRB application with UCLA as needed; by submitting request for 2021-22 student data from the district; and by assisting in the APR submission; **\$62,000/service**: to review, analyze and report on study outcomes in 2021-22 for the magnet school attendance study; **\$5,000/service**: to work with the District in preparing the required evaluation summary report.

The maximum amount the contractor shall be paid under this agreement: Seventy thousand dollars (**\$70,000**). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

- June, 2023 - \$70,000

Fiscal support for this Agreement shall be by **Magnet 17-22 Magnet Office C/O Program** of the New Haven Board of Education, **Account Number:** 2517-6258-56680 **Location Code:** 0000.

This agreement shall remain in effect from May 9, 2023 to June 30, 2023.

SCOPE OF SERVICE: *A brief summary of service to be provided is as follows:*

Serve as evaluator for the District’s rigorous work by participating in the MSAP related webinars or calls, maintaining and updating the IRB application with UCLA as needed as well as submitting request for 2021-22 student data from the district. Assisting in the APR submission and review, analyze and report on study outcomes in 2021-22 for the magnet school attendance study as well as to work with the District in preparing the required evaluation summary report.

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*. Contractors may begin service no sooner than the day after Board of Education approval.

HOLD HARMLESS: The Contractor will indemnify, defend and hold harmless the Board, its trustees, officers, agents and employees from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claim for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Contractor, its trustees, officers, agents or employees.

The Board will indemnify, defend and hold harmless the Contractor, its trustees, officers, agents and employees from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claim for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Board, its directors, officers, agents or employees.

TERMINATION: Either party may cancel this agreement for any reason upon thirty (30) days' written notice sent to the other party 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, including noncancelable obligations, as long as the Agreement was approved by the Board prior to the start date of service.

Miesha
K. Bailey

Digitally signed by
Miesha K. Bailey
Date: 2023.05.05
14:50:11 -07'00'

Contractor Signature

President
New Haven Board of Education

__05/05/23_____
Date

Date

__Miesha Bailey, Contract and Grant Officer____
Contractor Printed Name & Title

Revised: 9-27-21



UCLA

CRESST

NATIONAL CENTER FOR RESEARCH ON EVALUATION,
STANDARDS, AND STUDENT TESTING

Appendix A: Scope of Work

Rigorous Evaluation of MSAP Schools in New Haven: Year 6

Principal Investigator: Dr. Jia Wang

UCLA Center for Research on Evaluation, Standards, and Student Testing (CRESST)

May-June 2023 (\$70,000)

- Serve as the evaluator for the district's rigorous work by participating in MSAP related webinars or calls; by maintaining and updating the IRB application with UCLA as needed; by submitting request for 2021-22 student data from the district; and by assisting in the APR submission (\$3,000)
- Review, analyze and report on study outcomes in 2021-22 for the magnet school attendance study (\$62,000)
- Work with the district in preparing the required evaluation summary report (\$5,000)



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 reasonable 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.



OFFICE OF CONTRACT AND GRANT ADMINISTRATION
10889 WILSHIRE BOULEVARD, SUITE 700
LOS ANGELES, CALIFORNIA 90024-1406

PHONE: (310) 794-0102
FAX: (310) 794-0631
www.research.ucla.edu/ocga

November 21, 2022

Ms. Michelle Bonanno
New Haven Public Schools
VIA Email: Michelle.Bonanno@new-haven.k12.ct.us

Reference: Prime Sponsor: U.S. Department of Education
Solicitation No. Magnet Schools Assistance Program (MSAP)

Dear Ms. Bonanno,

The Regents of the University of California, on behalf of the Los Angeles campus (UCLA), is pleased to submit the following proposal in response to the Solicitation referenced above:

Title: Rigorous Evaluation of MSAP Schools in New Haven

Period of Performance: 02/01/2023 – 04/23/2023

Amount Requested: \$70,000

UCLA Principal Investigator: Prof. Jia Wang

This proposal is being submitted in contemplation of an agreement containing mutually agreeable terms and conditions applicable to educational institutions conducting unclassified fundamental research.

Should an award be made, kindly forward notification and/or an award agreement to awards@research.ucla.edu and reference UCLA internal number 20232169. Technical questions should be directed to the UCLA Principal Investigator. Administrative or contractual questions should be directed to me at (310) 794-0393 or via email at yessenia.sarmiento@research.ucla.edu.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads "Yessenia Sarmiento".

41CB935C87DF427...

Yessenia Sarmiento

Contract and Grant Officer

Office of Contract and Grant Administration

University of California, Los Angeles

Scope of Work

Rigorous Evaluation of MSAP Schools in New Haven: Year 6

Principal Investigator: Dr. Jia Wang

UCLA Center for Research on Evaluation, Standards, and Student Testing (CRESST)

February 2023 – April 2023 (\$70,000)

- Serve as the evaluator for the district's rigorous work by participating in MSAP related webinars or calls; by maintaining and updating the IRB application with UCLA as needed; by submitting request for 2021-22 student data from the district; and by assisting in the APR submission (\$3,000)
- Review, analyze and report on study outcomes in 2021-22 for the magnet school attendance study (\$62,000)
- Work with the district in preparing the required evaluation summary report (\$5,000)



**National Center for Research
on Evaluation, Standards, & Student Testing**

Budget Detail		
Institution:	The Regents of the University of California, Los Angeles	
Period of performance:	02/01/2023 - 04/30/2023	
Title:	Rigorous Evaluation of MSAP in New Haven Public Schools: Y6	
Agency:	New Haven Public School, CT, Prime: U.S. Dept. of Education	
P.I.:	Jia Wang	

				FY22-23	FY22-23	02/01/2023 - 04/30/2023	CUMULATIVE	\$43.96
				Annual	Monthly	3 months	3 Months	3 Months
Personnel	Title	% Effort		Salary	Salary	Salary	Salary	TIF Cost
Wang, Jia	PI	22%		131,340	10,945	7,224	7,224	29
Adreani, Linda De Vreis	PAA	40%		64,185	5,349	6,419	6,419	53
Leon, Seth	Sr. Statistician	30%		82,128	6,844	6,160	6,160	40
Mandanici, Joena	Lead Project Coordinator	13%		134,556	11,213	4,373	4,373	17
Schlooser, Kara	Communication/Dissemination Coordinator	1%		105,492	8,791	264	264	1
Total Personnel						24,439	24,439	140
Fringe Benefits					FY22-23 Rate	Year 2 Benefits	CUMULATIVE Benefits	
Wang, Jia	PI				48.2%	3,482	3,482	
Adreani, Linda De Vreis	PAA				53.8%	3,453	3,453	
Leon, Seth	Sr. Statistician				48.2%	2,969	2,969	
Mandanici, Joena	Lead Project Coordinator				48.2%	2,108	2,108	
Schlooser, Kara	Communication/Dissemination Coordinator				48.2%	127	127	
Total Fringe Benefits						12,139	12,139	
Travel								
				Estimate				
P.I. Meetings or conference meeting (2-day)				1,775		1,775	1,775	
Total Travel						1,775	1,775	
Supplies/Services								
Core Project Supplies						732	732	
Technology Infrastructure Fee						140	140	
Dr. Julie Haubner and/or SAMI						11,500	11,500	
Total Supplies/Services						12,372	12,372	
Equipment						0	0	
Total Equipment						0	0	
Total Direct Costs						50,725	50,725	
F&A Costs				38.0%	(Other Activity)	19,275	19,275	
TOTALS						70,000	70,000	
F&A Cost Base (MTDC):						50,725	50,725	

Budget Narrative
Rigorous Evaluation of MSAP Schools in New Haven: Year 6
02/01/2023 – 04/30/2023
Sub Proposal of P.I. Dr. Jia Wang

Personnel

Salary rates are based on current salaries of named staff members augmented by estimated increases. Estimates are based on scheduled merit and cost of living increases for named staff/faculty in accordance with policy for the same provided system wide for the University of California. Separate salary escalation projections are applied based on the employee's category of staff personnel at 3% for staff at the beginning of the fiscal year, July 1, 2022. Personnel charges to the project are strictly monitored, routinely documented and approved, and reflect only project-specific services. These salaries are not duplicated in the facilities and administrative costs or in any other charge presented to the agency.

Dr. Jia Wang - Principal Investigator, will serve as the team leader in providing intellectual leadership and oversight for all aspects of the project as well as provide quality control for all project documents. She will have the day-to-day responsibility for project operations, including evaluation design, data collection and analysis, reporting and monitoring, timeliness, and cost effectiveness of project operation. She will lead the CRESST team to finish all planned reports.

Linda De Vries Adreani – Junior Researcher, will be assisting and supporting Dr. Wang in project tasks including being responsible for university human subject application and renewal, managing the survey data collection, conducting the analysis, and preparing deliverables.

Leon Seth – Senior Statistician, will lead the quantitative analysis efforts for this project and will be assisting in preparing the deliverables.

Joena Mandanici – Project Coordinator, will provide overall project management support and coordination of the needs of CRESST team as well as in interfacing with the School and central departmental areas within UCLA in pre and post award stage. She will ensure compliance to the policies and procedures in the conduct of the activities. She will be the main point of contact and support to Dr. Wang in the project. She will monitor the procurement of project related supplies from the university central office and assisting in the overall coordination with in house and outside collaborators including copyediting and in the submission of reports.

Kara Schlooser- Communication/Dissemination Coordinator, will be assisting Dr. Wang in some areas of the project to coordinate with team including copyediting of data materials for dissemination, preparing manuscripts for publication in professional journals, and conference materials as applicable.

Fringe Benefits

Actual rates for named personnel are calculated as a percentage of salary using the Campus prescribed Composite Benefit Rate (CBR). Based on employee groupings, employer paid

benefits will be pooled and charged using a composite benefit rate methodology. CBRs will be charged in a consistent method as a percent to all components.

Travel is included for the annual project director meetings. The projected costs are based on the historical travel expenses information and allowable rates prescribed by university and federal guidelines.

Supplies and Services

Core project supplies: Core project supplies estimates are based on historical data and university vendor costs for project core supplies and any materials that pertain only to what is needed to accomplish the goals of this project. There will be partial telecommunications charges, photocopy, ink cartridge, data storage and project related supplies as applicable. No new phone lines will be installed, but actual usage and equipment rental will be charged to facilitate communication between CRESST and project collaborators. Other costs also will be incurred such as software/hardware upgrades for the CRESST team, laptops (only if needed), and other technology-based supplies that may be required to replace/repair current equipment to accommodate the need of massive data storage, analyses, and reporting. Procurement methods are in accordance with University procedures using approved vendors and negotiated rates. FedEx is normally used at a university negotiated discounted price to secure and track mailing of data and/or reports. Office supplies are budgeted for technical use on the project and will be consumed within the life of the project.

Consulting services of **Dr. Julie Haubner**, a former teacher with a Ph.D. from Stanford University and with extensive knowledge of magnet schools, will provide advisement and consultation on the development and preparation of new magnet proposal for New Haven, and collaboratively develop technical reports for public dissemination. She will be paid at \$7,000 in total at the rate of \$1,000 per day for seven days of services.

Services of Sylvester Analysis Management International Inc. (SAMI) will be used to provide subject matter expert review for the project and technical input on project materials. The services will include collaboratively developing writing style guides for project documents including reports and deliverables. SAMI will be paid at \$4,500 in total at the rate of \$1,000 per day for 4.5 days of services.

The **Technology Infrastructure Fee (TIF)** is budgeted for services provided for all campus activities and is based on usage by personnel directly charged to the project, regardless of fund source. The billing model for the TIF is currently assessed at \$43.96 per Full-Time Equivalent (FTE) employee per month. Sponsored awards are charged monthly based on the actual FTE derived from payroll for employees directly working on the project. These costs are not duplicated in the facilities and administrative costs or in any other charge presented to the sponsor. The FTE-based model was reviewed by the University of California Office of the President's Office of Costing Policy and Analysis for compliance. See: <https://www.it.ucla.edu/support-training/campus-billing-help/general-billing-faqs/technology-infrastructure-fee-faqs>

Indirect Costs (also known as Facilities and Administrative Costs)

Rates are based on UCLA's current facilities and administrative cost rate agreement negotiated with the Federal government. UCLA will assess an on-campus Indirect Cost rate of 38% of Modified Total Direct Cost (MTDC) for Other Service.