



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Please Type**

Contractor full name: Yale University School Development Program (SDP)

Doing Business As, if applicable:

Business Address: 25 Science Park, 3<sup>rd</sup> Floor, 150 Munson Street, New Haven, CT 06511

**Business Phone:** 203-785-4627

**Business email:** GCAT1@YALE.EDU

**SS# OR Tax ID #:**

Funding Source & Acct # including location code: Title 1 Part A SIG Carryover  
Funding 1003 Grant #2531 6311 56694

Principal or Supervisor: Laura A. Roblee

Agreement Effective Dates: From 9/1/2020 To 06/01/2021.

Hourly rate or per session rate or per day rate.

Total amount: Professional Development for administrators, teachers and support staff \$12,500

Classroom support with teacher feedback \$5,500

Books and other support materials \$2000

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

Yale School Development will be assisting Brennan Rogers Administration and Staff with understanding and managing student behavior, understanding race, culture and development to improve teacher attitudes, behaviors and class practices. This is a continuation of a partnership that was formed four years ago.

Submitted by: Laura A. Roblee Phone: 475-220-2210



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** **Laura A. Roblee, Principal, Brennan Rogers School**  
**Date:** **July 16, 2020**  
**Re:** **Yale University School Development Program Contract Approval**

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

Yale School Development will be assisting Brennan Rogers Administration and Staff with understanding and managing student behavior, understanding race, culture and development to improve teacher attitudes, behaviors and class practices. This is a continuation of a partnership that was formed four years ago that assists staff with incorporating the Six Pathways to Healthy Child Development and Academic Success into our daily instructional practice.

**Amount of Agreement and the Daily, Hourly or per Session Cost: \$20,000 total agreement**

**PD for Administration-5 sessions @\$1500 each for a total of \$7,500**

**Coaching sessions for groups of teachers-10 sessions @ \$500 each for a total of \$5,000**

**Classroom visits for groups of teachers-11 sessions @ \$500 each for a total of \$5,500**

**Books and other materials-\$2,000**

**Funding Source & Account #:** Title 1 Part A SIG 1003 Carryover Grant #2531 6311 56694

**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? Social Emotional Learning Framework has been put into place recently in the district in order to reduce suspensions and chronic absenteeism. We have found our staff has benefitted from the previous work that Yale Comer Center has done with us in regards to the pathways of development. Teachers will benefit from in the moment feedback and support from classroom visits. Administration will obtain guidance on how better to support our teachers using the pathways model and how to continue with the feedback and support that SDP has provided throughout the school year.

2. What specific need will this contractor address? Assisting teachers with understanding student behaviors, understanding race, culture and development to improve teacher attitudes while focusing on the six pathways. Administrators and Leadership team will gain a better understanding on how to continue to support teachers in the classroom using the pathways model upon completion of the contract with SDP.
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: Yale University has been working with the district and specifically Brennan Rogers for at least four years with social emotional development and teacher support. We are looking to continue the work and to take it a step further by adding the teacher feedback and race, culture and development for improving teacher attitudes piece.
4. If this is a continuation service, when was the last time the alternatives were sought?  
2019-2020 school year we worked collaboratively with Yale University School Development Program staff.
5. What specific skill set does this contractor bring to the project? The SDP or Comer Model is the architect of the Six Pathways to Healthy Child Development and Academic Success. The model has been used at Brennan and we have worked with the Comer Team for about four years to fully implement the model. This work will take our practice to the next level and help us to focus on the very unique needs of our students.
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): SDP developed the pathways and Comer Model and these are the practices that we have been using at Brennan. As a continuation of work, they will take it to the next level and work with us on effective communication, proactive measures in the classroom and how to better serve our students emotional well-being in order to be more effective in the classroom.
7. Is this a new or continuation service? This is a continuation of services that were provided through the SDP under a grant that they received from the Kellogg Foundation.
8. If this is a continuation service has cost increased? This is a continuation; however, this is the first year that Brennan Rogers is contracting with SDP. Previous contracts were with the City of New Haven.
  - a) If yes, by how much? Consistent pricing.
  - b) What would an alternative contractor cost? No alternate contractor
  - c) Is this a service existing staff could provide? Why or why not? No, work is based upon the SDP model and a continuation of previous work.
9. Evidence of Effectiveness: How will the contractor's performance be monitored and evaluated? Administration will be meeting with SDP staff to review the type of support and feedback that is given to teachers and to ensure that positive trends are occurring in the area of understanding and managing students' behavior, effective communication with students and working

proactively to lessen the number of incidents that students are experiencing disruptive behavior.

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? No
  - a) If not, why not? Due to the continuing nature of the work and the additional scope of services this work would not be able to be provided internally.
  - b) How will the output of this Agreement contribute to building internal capabilities? Our goal at the end of the school year is to ensure all staff is able to use the guiding principles of collaboration, effectively communicate with students to ensure a proactive approach to learning and behavior while understanding race, culture and development for teacher classroom practices. The individualized teacher feedback for those struggling with serious student behaviors will be beneficial in moving the teacher towards understanding of the pathways and how to incorporate the work into daily lessons.
12. Why do you believe this Agreement is fiscally sound? Due to the ever-changing needs of our students and the over 70% school-based health clinic enrollment, this agreement and program will provide all Brennan Rogers staff with the tools necessary to better engage and interact with our students. PD provided will allow teachers to be self-sufficient in the practice after the contract has been concluded.
13. What are the implications of not approving this Agreement? Due to our at-risk population and the high level of trauma our students have been exposed to. We would be negligent in not addressing this very present mental health need. This has been an obstacle and has greatly impacted teaching and learning of our students and their ability to access their education.



NEW HAVEN PUBLIC SCHOOLS

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

Yale University School Development Program (SDP)

FOR DEPARTMENT/PROGRAM:

**Brennan Rogers Media and Communications Magnet School**

This Agreement entered into on the 10th day of August 2020, effective (start date no sooner than the day after Board of Education Approval), on the 1st day of September, 2020, by and between the New Haven Board of Education (herein referred to as the “Board” and, Yale University School Development Program (SDP), located at, 25 Science Park, 3<sup>rd</sup> Floor, 150 Munson Street, 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 **PD for Administration-5 sessions @\$1500 each for a total of \$7,500** **Coaching sessions for groups of teachers-10 sessions @ \$500 each for a total of \$5,000** **Classroom visits for groups of teachers-11 sessions @ \$500 each for a total of \$5,500**; \$2000 in total for books and materials per session, for a total of 26 sessions.

The maximum amount the contractor shall be paid under this agreement: \$20,000. 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 Title 1 Part A SIG Carryover Funding 1003 Grant #2531 6311 56694. **Program** of the New Haven Board of Education, **Account Number:** 2531 -6311-56694. **Location Code:** 0021

This agreement shall remain in effect from 9/1/2020 to 6/1/2021.

**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).* Yale School Development will be assisting Brennan Rogers Administration and Staff with understanding and managing student behavior, understanding race, culture and development to improve teacher attitudes, behaviors and class practices. This is a continuation of a partnership that was formed four years ago that assists staff with incorporating the

Six Pathways to Healthy Child Development and Academic Success into our daily instructional practice

**Please do not leave this section blank**

*Exhibit A: Scope of Service: Please attach contractor’s detailed Scope of Service 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.

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

\_\_\_\_\_  
August 7, 2020  
Date

\_\_\_\_\_  
Date

Cheryl Magoveny, Associate Director  
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.



AGREEMENT  
BY AND BETWEEN  
THE NEW HAVEN BOARD OF EDUCATION  
AND  
YALE UNIVERSITY  
SCHOOL DEVELOPMENT PROGRAM

This agreement entered into on the 1<sup>st</sup> day of August 2020; effective the 1<sup>st</sup> day of September 2020, by and between the New Haven Board of Education (herein referred to as the "Board") and Yale University, located at 25 Science Park, 3<sup>rd</sup> Floor, 150 Munson Street, New Haven, CT 06511(herein referred to as the "Yale").

**SCOPE OF SERVICE:** The general services to be performed at Katherine Brennan School, shall consist of:

**Professional Development Opportunities: PD for administrators, teachers, other school staff re:**

- Understanding and managing students' behavior
- The use of the guiding principles of collaboration, consensus and no-fault problem solving for improved school climate and culture.
- Effective communication
- Mindsets and motivation
- Understanding race, culture and development for improving teacher attitudes, behaviors and classroom practices
- Based on the school's needs, PD shall be conducted every other month from September through May for school administrators, teachers and other school staff (5 sessions @ \$1,500 per session equals \$7,500).
- Coaching session for groups of teachers (10 sessions @ \$500 per session equals \$5,000

Subtotal for this section: \$12,500.

**Classroom visits for teacher support and feedback:**

- Visits, including feedback to selected classroom especially for teachers struggling with understanding and managing student behavior (From September through May, 11 visits @ \$500 per visit equals (\$5,500)

Subtotal for this section: \$5,500

Books and other materials: \$2,000.

- Subtotal for this section: \$2,000

**Total amount of contract: \$20,000**