

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE OF THE SERVICE?

(Describe in detail any services to be provided or materials to be purchased)
Contractor will lead 2 sessions for teachers, support staff and administrators at Yonkers School District that focus on a number of topics related to trauma sensitivity, and teacher executive functioning.

2. AMOUNT OF SERVICE

(Set forth all quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Schedule "B")

- 1) 3 days of workshops (\$1300 for delivery of the PD and \$200 for travel as needed)
- 2) The dates are: 8/17, 8/24, and 9/21
- 3) On each date 2 – 3hour workshops will be provided
 - a. The Calm and Collected Classroom
 - b. Further Along the Calm and Collected Classroom
- 4) One of the sessions will be for school building leaders- to include a section of "Look For's"

3. WHO IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.)
Directly to staff and administration

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

Joanna Schwartz, M.Ed, MA
Founder, Toolbox for Teachers

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of the contract?)

The vendor will engage in ongoing conversations with the Executive Director of Professional Development regarding design of the learning sessions, deliverables, and any mid-course adjustments.

6. HOW WILL THE QUALITY BE JUDGED?

(Set forth the method, which will be used to evaluate contractor's performance)
Teachers will complete a questionnaire that evaluates their satisfaction with the trainings.

The Yonkers Public Schools professional development evaluation form will be used to assist in evaluating the contractor's performance.

7. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

(There must be a single Board administrative employee identified as the person responsible. This person will also be responsible for signing off on contract payments)

For Yonkers Public Schools:

Dr. Christopher Macaluso
Executive Director of Professional Development
914-376-8274
cmacaluso@yonkerspublicschools.org

CONTRACTOR'S NAME, ADDRESS & CONTACT INFORMATION

Joanna Schwartz, 413 McClellan St. Philadelphia, PA 19148
(401) 519 8489 joannaschwartz1020@gmail.com

CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER

CONTRACTOR'S STATUS (e.g., corporation, individual, unincorporated, etc. and where) LLC - 474064051

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

Yes, these services are pursuant to the Every Student Succeeds Act Title IV.

The objectives associated with the Title IV grant are:

- Create a trauma-informed, crisis intervention response team with Assistant Principals as the focus of the professional development and train-the-trainer initiatives.
- Provide training on the Code of Conduct and how to infuse this document with culturally responsive and restorative practices.
- Provide tools and resources that aid in the facilitation of communication of district-wide policies, actions and goals.
- Provide targeted training for Teachers, Special Education and Support Staff (Counselors, Social Workers, Psychologists, Bus Monitors, Nurses, Safety Officers, etc.).
- Provide resources to the schools that will help institute restorative practices.

9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.

NO

10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.

| No