

## **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)

Yonkers will partner with The Balance Between, Inc. (TBB) during the 2017-2018 school year. TBB will provide support targeting the improvement of student achievement across all grades and content areas. The training will focus on the development of internal capacity through the training of teacher leaders who can support the learning of their peers.

### **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")

The total cost of professional development services is \$1,000.00. This includes 2 registrations for the regional leadership training course. Materials will be ordered separately for a cost of \$49,990.64. A separate PBCG document has been submitted. The total for PD and materials will be \$50,990.64.

### **3. WHO IS SERVED?**

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

Direct support will be provided to both school leaders and staff attending the professional learning sessions.

### **4. WHO WILL PROVIDE SERVICES?**

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

Per diem consultants with The Balance Between, Inc. will provide the services.

### **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?)

Progress in the courses and implementation will be communicated based on the Five Levels of Implementation Rubric. Participants completing the course and all of the homework assignments will be certified as Thinking Maps Trainers.

### **6. HOW WILL THE QUALITY BE JUDGED?**

(Set forth the method which will be used to evaluate contractor's performance)

Participants will be evaluated on the homework they submit throughout the session. Each assignment has its own metric for success based upon completion standards for that task. School progress will be measured on the 5 Levels Continuum.

### **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)

Elaine Shine- Yonkers Public Schools contact- [eshine@yonkerspublicschools.org](mailto:eshine@yonkerspublicschools.org)

CONTRACTOR'S NAME, ADDRESS & CONTACT INFORMATION

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The Balance Between, Inc.  
404 E. 76th St. #7F NY, NY 10021  
917.690.4111  
[elizabeth@thebalancebetween.com](mailto:elizabeth@thebalancebetween.com)

CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER

EIN # 20-3158338

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

Corporation (M/WBE)

**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, the services are pursuant to the SIG Scholastic grant.

**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.**