

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)

Congregations Linked in Urban Strategy to Effect Renewal, Inc. (CLUSTER) proposes to provide Extended Day Service Learning for up to 75 students who attend School #17 in Yonkers, New York. CLUSTER will run three Extended Day Classes serving grade levels (3-5). While the Extended Day Service Learning time is shorter than conventional after-school learning time, we believe that the 1 hour allotment is sufficient for us to provide quality support to students that will include academic enrichment, social emotional skills development and arts enrichment activities that are fully interactive, engaging and enjoyable.

Students will participate in “Check-in” and “Check-out” circles at the beginning and end of each daily session as a way of gauging the emotional temperature and bringing the group together; constructively. All central activities will follow a Restorative approach, meaning; students will learn, engage, reflect and participate in co-teaching within a large and/or small group circle. Group leaders will function as mostly facilitators, but will also be responsible for managing the dynamics of the group and ensuring that all activity instructions are clearly understood. This approach to extended day support is intended to help students develop social skills, practice moral reasoning, increase positive self-awareness, and engage our students in activities that challenge their thinking and validate constructive decision making.

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 Appendix B)

Payment will be made within 90 days after receipt by the school district of an approved invoice for services rendered.

The dates of this contract shall be September 1, 2018 through June 30, 2019.

CLUSTER After-school Enrichment Program	
2:45pm- 2:55pm	Snack (CACFP Approved)
3:00pm- 3:10pm	Check-in Circles (small groups) Social engagement; team building
3:15pm- 3:45pm	Activity #1- Literacy, Math and Science enrichment (Games) Activity #2- Social Engagement, team building, social-skills dev. Activity#3- Recreation/Arts- physical activity, Arts *3 modules led at different times of the school year
3:50pm- 4:00pm	Check-out Circles (small groups) Social engagement; daily close-out
4:00pm	DISMISSAL

*the above chart is an example of the proposed Extended Day learning time agenda

3. WHO IS SERVED?

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

Services will be provided directly to students and will follow a Restorative approach and will include academic enrichment, social emotional skills development and arts activities that are fully interactive, engaging and enjoyable.

4. WHO WILL PROVIDE SERVICES?

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

Group leaders will function as mostly facilitators, but will also be responsible for managing the dynamics of the group and ensuring that all activity instructions are clearly understood.

Program Director will provide overall program oversight, and a Site Coordinator will be on site while the program is in operation. The District will provide 3 group aides and CLUSTER will provide 3 Group Leaders.

A training consultant will provide direction to assure the Restorative approach is followed.

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

CLUSTER’s Program Coordinator will work with both the administration and teaching staff of school #17 to stay abreast of educational themes and requirements to ensure that our work builds upon what students are learning during earlier classroom instruction time. The program coordinator will ensure that daily attendance is maintained for all participants and work with school administration to gather and share student data that exemplifies positive behavioral and academic improvement.

6. HOW WILL THE QUALITY BE JUDGED?

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

CLUSTER will collaborate with the District to assure that the program evaluation is in compliance and will include attendance and participation in program.

The Yonkers School District will use a standardized evaluation for all training sessions delivered. The district will share the results of evaluations with the vendor for feedback and to plan for future training.

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)

CLUSTER

Kristina Yamin, Executive Director

YPS contract contact:

Dr. Christopher Macaluso

Executive Director of Professional Development

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 Extended Learning Time (ELT) grant.

The objectives associated with the ELT grant are:

- All schools will improve student outcomes by adding at least 25 percent more time to the academic calendar beyond the current schedule, by extending the school day, school week, school year, or some combination thereof, either district-wide or in selected school buildings.
- 100% of ELT schools will offer a range of high-quality educational, developmental, enrichment, targeted and recreational services for students and their families in core academic areas supporting CCLS;
- School transformation is impacted by teacher participation in professional development and/or in class modeling;
- 100% of ELT schools will offer enrichment and youth development activities such as nutrition and health, art, music, environmental science, theater, technology and recreation;
- 100% of ELT schools will establish and maintain partnerships within the community that continue to increase levels of community collaboration in planning, implementing, and sustaining programs;