

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE AND SCOPE OF THE SERVICE? (Describe in detail any services to be provided or materials to be purchased)

Bridge the Break, LLC DBA Don't Snooze on Clues (DSOC) will provide age-appropriate after school courses focusing on Social Emotional Learning that promotes a safe and healthy learning environment for students and families and Yonkers Public Schools staff on related topics. Programming will include training with teachers and other school personnel to co-host after-school workshops at each of the schools listed below:

1. Eugenio Maria de Hostos School,
2. Justice Sonia Sotomayor Community School
3. Las Hermanas Mirabal Community School
4. Yonkers Middle High School

2. AMOUNT OF SERVICE?

(Set forth the monetary value of the proposed agreement and 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")

\$12,5000.00 per targeted school for a total of \$50,000

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Yonkers Public School students and families, Yonkers Public School Staff

4. WHO WILL PROVIDE SERVICES?

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

Keba R. Cairo, MBA, is President of Don't Snooze on Clues, LLC. She has served children and parents as a marketing coordinator and community educator through the NYC Department of Health and Mental Hygiene. She is also certified by the National Council for Behavioral Health as youth mental health aid. Ms. Cairo is an award-nominated author for her book *Don't Snooze on Clues!* (2015) for which she received a Proclamation from New York State Senator Leroy Comrie for the exemplary service it performed in the community. She was also recognized as a 2015 Goodwill Ambassador by the iChange Nations Interfaith Peace Building Initiative for her continuous community work.

4a. WILL THE CONTRACTOR BE UTILIZING ANY SUBCONTRACTORS OR VOLUNTEERS IN FURTHERANCE OF THIS AGREEMENT? **IF YES, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.**

N/A

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?)

Student reports will be provided a pre-& post assessment to evaluate students' progress and knowledge on topics and lessons provided.

6. HOW WILL THE SCHOOL DISTRICT JUDGE THE QUALITY OF SERVICES? (Set forth the method which will be used to evaluate contractor's performance)

The lessons and materials are aligned to include 21-century skills and universal design for learning (UDL) elements, meeting most State's learning standards. We will also partner with key personnel within the district to utilize evaluation tools. We will provide a progress data report to show the student's progression on the topics. Upon completion students will receive a certificate of completion.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Bridge the Break, LLC DBA Don't Snooze on Clues

Vendor Address: 271 E Seaman Ave Freeport NY 11520

Vendor Phone No.: 347-687-1505

Vendor Business Status: (corporation, non-profit individual, unincorporated) Sole Proprietor

Vendor Contact Name: Keba R. Cairo

Vendor Contact Email: Keba@DontSnoozeOnClues.com

Tax ID No.: 76-0815002

School District Administrator Name: Julius Figueroa

School District Administrator Title: Director of Grants Development & Engagement

School District Administrator Phone No.:914-376-8000

School District Administrator Email: jfigueroa@yonkerspublicschools.org

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, Stronger Connections Grant- targeted training for school based mental health counselors and support staff to promote the usage of evidence-based trauma – informed interventions

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

<p>Performance Based Guidelines Reviewed and approved by:</p>  <p>_____ (Signature of School District administrator/employee)</p> <p>_____ Julius Figueroa (Printed Name)</p>
--