

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)

The purpose of the Houghton Mifflin Harcourt Professional Development is to deepen the understanding of the Into Reading 2020 pedagogy and components for Teachers Yonkers Public Schools.

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”)

Houghton Mifflin Harcourt will provide 6 days of Professional Development, based upon 6 hours of instruction per day, to Yonkers Public Schools at the cost of \$0.00. The PD Days will be delivered as determined and agreed upon by Carmela Valente of Yonkers Public Schools and HMH at sites specified by YPS. Account Executive. There will be 18 days of paid team coaching visits , 6 hours per day. These days are based upon a complete school day at Yonkers Public Schools at the cost of \$2,520 per day.

3. WHO IS SERVED?

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

The Yonkers Public School Teachers at the K-6 grade level will receive the Professional Development provided by Houghton Mifflin Harcourt.

4. WHO WILL PROVIDE SERVICES?

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

The services will be provided by Houghton Mifflin Harcourt Professional Development Specialist, TBD.

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 Houghton Mifflin Harcourt Director of Professional Development, PD Specialist, and Sales Account Executive will have continued contact with Carmela Valente, Director of English Language Arts Pre K-12/ Title I, to plan each professional development session. Participant evaluations will

take place after each professional development session. The evaluation results will drive future sessions based on district needs.

6. HOW WILL THE QUALITY BE JUDGED?

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

The quality will be judged by participant feedback from Houghton Mifflin Harcourt, as well as district personnel verbal feedback after the professional development session has been delivered.

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)

Carmela Valente
Director of ELA for the Yonkers Public Schools

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, Title II A is being used for these services.

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 Student Information will be transferred.

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.

N/A