

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)

Instructional Services (Title I)

Catapult Learning will develop a customized small-group instructional program to meet the specific needs of Yonkers Public Schools and participating nonpublic schools for the 2018-2019 school year. Services will be provided for the eligible Title I students in Reading and Math.

PROFFESIONAL DEVELOPMENT SERVICES (TITLE I and TITLE IIA)

Catapult Learning will provide Professional Development services to meet the specific needs of Yonkers Public Schools and participating nonpublic schools for the 2018-19 school year as requested in consultation with the LEA, ADNY Superintendents and Regional Superintendent, Dr. Noelle Beale.

The reading workshops will be presented to continue to build on previously learned strategies in the disciplines K-4 Teachers will build on prior knowledge by learning strategies for using the text to build knowledge and develop an understanding of how to scaffold instruction so all students will increase their understanding of complex texts. The ELA 5-8 grade level session will build on previously learned strategies to help middle school teachers in the content areas, especially math, science and social studies, to recognize the unique literacy their disciplines require and how to build and develop higher levels of disciplinary literacy in their students.

During the Math workshops the presenter(s) will continue to build on providing the grade level teachers with a variety of instructional strategies and skills for supporting student academic achievement, and for planning and implementing effective instruction across the content areas. The presenter(s) will guide the teacher in the creation and use of progress reports, instructional aides, planning documents and other resources critical to student academic achievement

- a. Unit Customization
- b. Aligning with ADNY Standards-Based Report Card
- c. Tape Diagrams
- d. Formative/Summative Assessments

Additional professional development will be provided to school administrators in the form of Coaching for Effective School Leadership. School leaders and teachers will take part in coaching where they will explore instructional leadership strategies for fostering instructional improvement and supporting student academic achievement in the math and literacy classroom.

TITLE IV SERVICES

Catapult Learning, LLC will provide social workers and Guidance Counselors to work with teachers and students to build capacity and improve the health and wellbeing of children and families of the Archdiocese of New York Non-public schools. The objectives of our counseling program are to maximize and support students' efforts to succeed in school by:

- Providing students with an opportunity to explore emotional issues as they relate to school performance in the safety of a counseling environment and to develop enhanced self- understanding and coping skills.
- Providing students with strategies, skills and support while learning constructive and developmentally appropriate social and communication skills.
- Providing students with behavioral strategies that enable a more positive learning experience in school and increase appropriate behavior.

- Providing teachers, parents and students with specific information about a student’s learning strengths, weaknesses and learning style to promote an optimal learning experience.
- Consulting with teachers and other staff members regarding whole-class strategies to better support student success.
- Consulting with families regarding at-home strategies to better support student success.

Additionally, Catapult Learning will support as needed, the professional development needs of the educators through workshops and mentoring that will support the learning of instructional strategies for monitoring, delivering, and adjusting instruction according to the readiness and learning styles of the students within their mixed-ability classes. Workshop participants will also:

- Understand how differentiation of content, process, and product maximizes student growth and ensures that the needs of individual students are met
- Explore strategies for differentiating content, process, and product
- Create possible product assignments to address various learning preferences
- Plan to differentiate content, process, and products in the mixed-ability classroom

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)

| Instructional Services for Non-Public Students in Yonkers | |
|--|---|
| Program Length | 2018-2019 school year |
| Program Days | Sessions may be scheduled Monday through Friday as determined by schools |
| Grades Served | K-8 |
| Number of Schools | 9 schools |
| Class Length | Average of 45 minutes per session |
| Frequency | Two sessions per week |
| Student to Teacher Ratio* | 6:1 = Up to six students working with one teacher (approximate number of eligible students), with groups not to exceed eight students |
| Type of Instructor | College-degreed teacher |
| Training | Catapult Learning will train our teachers in how to implement our curriculum and program |
| Assessment | Pre- and post-testing; ongoing performance monitoring |
| Management | Includes program setup, program management, program evaluation, quality controls, and progress reporting |
| Program | AchieveReading and AchieveMath |
| Program Fee for Full Year of Services** | \$553,760 |
| <p>*Catapult Learning realizes that some schools may desire smaller group size or more individualized services for students. This can be accomplished within the structure of the program we have proposed, as long as it is with the understanding that fewer students will be served for the same dollar amount.</p> <p>**Catapult Learning's Program fees include program set-up, student instruction and assessment, program management, program evaluation, quality controls, student motivation program, and progress reporting. Catapult Learning will also provide use of curriculum materials (texts, consumable materials, and manipulatives as appropriate), equipment, data systems, and general supplies.</p> | |

PROFESSIONAL DEVELOPMENT SERVICES:

Workshops for ADNY schools: (Funded by Title I)

Catapult Learning will provide Three-hour and / or Full day workshops by grade band (k-4, 5-8) for The Archdiocese of New York K-8 schools on ELA and Math.

Leadership Coaching (Funded by Title IIA)

Catapult Learning will provide Three-hour Leadership Coaching services for the Archdiocese of New York K-8 schools.

Funded by Title IV

Catapult Learning, LLC will provide up to 202.2 days (up to 7.5 hrs. per day) of social workers and Guidance Counselors to work with teachers and students to build capacity and improve the health and wellbeing of children and families of the Archdiocese of New York Non-public schools.

Catapult Learning will support, as determined by the Archdiocese of New York's LEA and Regional Superintendent, the professional development needs of educators through workshops and mentoring that will support and develop the learning of instructional strategies for monitoring, delivering, and adjusting instruction according to the readiness and learning styles of the students within their mixed-ability classes.

3. WHO IS SERVED?

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

INSTRUCTIONAL SERVICES:

Services will be provided to identified students deemed eligible by the District for Title I services.

PROFESSIONAL DEVELOPMENT SERVICES:

Teachers of Title I Students / schools

School Leaders and teachers as indicated in Appendix B attachment

Parents of Eligible Title I Students

4. WHO WILL PROVIDE SERVICES?

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

Catapult Learning (Catapult Learning, LLC) will provide the services through direct staff and subcontractors (i.e. Montage Diversity Consultant, LLC).

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

INSTRUCTIONAL SERVICES:

- Catapult Learning will meet directly with district personnel during the school year to discuss program and student progress. Catapult will provide formal program reporting to district personnel documenting number of services provided, pre- and post- test results, school and parent communications, and Title I professional development activities.
- Some examples of ways in which our instructional and managerial staff maintain effective communication with school administrators, classroom teachers, and Title I families:
 - **Parent Consent** – signed permission to provide service to a student.
 - **Parent Conference Log** – records parent conference by phone or in person.
 - **Newsletters** – Family newsletters with information and activities for families that enhance learning and support and scaffold learning in the Title I classroom.
 - **Formal principal meetings:** a beginning of the year planning meeting, a mid-year check-in, and an end of the year review and next year planning.

- Initial Classroom Teacher Meeting Form – face to face discussion with Title I students’ classroom teachers to share test results and to plan supportive small group instruction.
- **Two-Way Communication Form** – completed per contract frequency to share Title I instructional focus with the classroom teacher, who responds with classroom skills to blend into small group instruction.
- **Progress Reports** – formal progress reporting demonstrating student progress against the student plan, sent home and shared with parents. Parents are offered the opportunity to discuss progress reports directly with the Title I teacher.

PROFESSIONAL DEVELOPMENT SERVICES:

- The District will be provided with evaluations and feedback from the participants as well as an end of year report of entire project.

6. HOW WILL THE QUALITY BE JUDGED?

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

INSTRUCTIONAL SERVICES:

- a. Where a school uses a state or nationally-normed standardized test for all students in the spring, Catapult Learning will use the school’s pre-program spring administration as a baseline pretest, and the school’s post-program spring administration as a posttest. Examples include schools that annually test using, TerraNova, or IOWA. If the pre-program spring test results shared with us contain enough detail to map skill areas to Common Core standards, Catapult Learning will use those results to inform the creation of student learning plans.
- b. Where a school implements a state or nationally-normed standardized test for all students in the fall instead of the spring, Catapult Learning can use data from the fall administration as our pretest baseline. If the school administers the same assessment a second time (using an alternate form if available) at the conclusion of the program (spring), for the students we serve, we can analyze this data as a pre/post comparison.
- c. Where a school does not implement a state or nationally-normed standardized test, Catapult +Learning will administer assessments (or similar) in the fall (pre-program) and spring (post-program) to provide baseline and post-program data. We are open to using an alternative assessment if the District has a strong preference.

PROFESSIONAL DEVELOPMENT SERVICES:

The District will be provided with evaluations and feedback from the participants.

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, Division of Teaching and Learning, Yonkers Public Schools

CONTRACTOR’S NAME, ADDRESS & CONTACT INFORMATION

Catapult Learning, LLC
 2 Aquarium Drive, Suite 100
 Camden, NJ 08103

CONTRACTOR’S FEDERAL IDENTIFICATION NUMBER

73-1685121

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

LLC

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?

The instructional program is funded by ESEA Title I. Professional Development services under the first services are pursuant to Title I and therefore, title I requirements. The second services are Title IIA and therefore, pursuant to Title IIA requirements. Lastly, the remaining services are pursuant to Title IV and therefore, pursuant to Title IV requirements.

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.