

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PUPOSE OF THE SERVICE?

NYC Leadership Academy (NYCLA) services under this contract will assist YPS in designing, implementing and assessing the Yonkers Urban Leadership Academy through SED Model P20 funding beginning March 2019 through September 30, 2019. District appointed personnel would be responsible for developing, supporting and assessing aspiring leaders for YPS. NYCLA will partner with YPS and Bank Street College on all phases of the program. An outline of specific services in contained in Schedule B.

2. AMOUNT OF SERVICE

A total of \$130,000 of professional services will be delivered under Year One (March 2019 – September 2019) of this contract. The majority of the services will be provided and delivered on-site at YPS with some activities provided any NYCLA offices in Long Island City, NY. A specific breakdown of services is also provided in Schedule B. Year Two of this contract (10/1/19 – 9/30/20) will be negotiated prior to 9/30/19 with YPS.

3. WHO IS SERVED?

NYCLA will provide consulting and design services to YPS staff who will directly work with the program. In addition, NYCLA will also provide on-site services to the program participants during the summer intensive, mentor principals during mentor training and program facilitators during facilitation training.

4. WHO WILL PROVIDE SERVICES?

Staff from NYCLA will provide services exclusively.

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

Since this contract is primarily to support the development of an aspiring leaders program for YPS, NYCLA will confer directly with YPS regarding any communications regarding this program and will input on any publication of materials, etc. Feedback will be collected from program participants at the end of the summer intensive and shared with YPS in the form of a survey report. YPS

will have input into the survey questions. All information from the survey report will be made public by YPS at their discretion. The information will also be used internally to inform Year Two of the program design.

6. HOW WILL QUALITY BE JUDGED?

YPS will use feedback from involved stakeholders to judge quality. YPS will share results with partners to inform program adjustments.

7. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT

YPS contact: Dr. Christopher Macaluso, Executive Director of Professional Development

NYCLA contacts: Kathleen Nadurak, Chief Operations Office (for contract and budget)

knadurak@nycleadershipacademy.org

Marlene Filewich, Vice-President (for program implementation)

mfilewich@nycleadershipacademy.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, these services are pursuant to the Partnerships for Principal Preparation (P20) grant.

The objectives associated with the P20 grant are:

- The pilot program will comprehensively address the 11 core elements as outlined in the grant request for proposal (RFP)
- During the design phase (1st half of year 1), the LEA, IHE and LDP representatives will engage in planning meetings that will help to develop the parameters of the leadership program
- During year 1, the pilot plan will be registered with NYSED
- All members (100%) of the pilot cohort will pass their SBL certification exam
- The leadership program will be designed to address the specific context of leading in an urban school setting
- The cohort of 15 will be representative of the diverse ethnic and cultural makeup of our schools and our city

- 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.**

The contractor will not receive student data or other data from Yonkers Public Schools.

- 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