

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)

Purpose and scope of the project:

Provide six full days of professional development to the special education teachers to:

- Build their capacity to incorporate research-based practices into their instruction
- Engage in facilitated small group sessions to identify and reflect on effective practices in order to drive continuous improvement in their instruction
- Adapt the teaching strategies to match the needs of their students

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”)

The contract will consist of 6 days of professional development to be delivered at the Orchard School in Yonkers, NY.

3. WHO IS SERVED?

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

The classroom teachers will receive professional development in topics selected based on teacher survey with input from the supervising administrators.

4. WHO WILL PROVIDE SERVICES?

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

The professional development sessions will be provided by Barbara Kestenbaum, who has over 40 years in the field of education, with 15 of those years as a trainer in the field of special education. Ms. Kestenbaum has a master’s degree and the following certifications:

New York State: School District Administrator, School Administration/Supervision
Teacher Special Education, K-12, Teacher N, K-6

New York State: Certification as a Women-owned Business Enterprise (WBE)

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

(If the Contractor will be using any subcontractors, volunteers, and/or other agents other than the individuals identified in question #4 above or #7 below, they need to be disclosed here)

No volunteers or subcontractors will be used to fulfill this contract.

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?)

6. HOW WILL THE QUALITY BE JUDGED?

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

The Andrus Orchard School will use its own School workshop / Professional Development Evaluation Form.

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 A. Valente, Director

Barbara Kestenbaum
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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, the Title I Grant. The purchase is pursuant to Title I and therefore, Title I requirements which states that purchases of resources and or professional development directly address the academic achievement problems that caused the school to be identified. In most cases, this professional training will focus on the teaching and learning process, such as increasing content knowledge, the use of scientifically based instructional strategies, especially in core academic subjects, and the alignment of classroom activities with academic content standards and assessments.

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.

None

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