

## **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 Yonkers City School District (YCSD) P20 Urban Leadership Academy Program, is to develop a research-based and field-tested model for providing a time-effective, cost-effective principal preparation program to teachers who desire to move into educational leadership positions, and one that addresses the specific concerns of leading schools within an urban city setting and targets a population of potential school leaders from diverse cultural and ethnic backgrounds.

There are six, main outcomes associated with this proposed 2-year, grant cycle project:

1. The program comprehensively addresses the 11 core elements as outlined in the grant request for proposal;
2. Bank Street, YCSD and NYCLA representatives and recruited participants engaged in planning meetings that developed the parameters of the leadership program;
3. During year 1, the program was registered with NYSED;
4. All students will be provided with ongoing support to secure their SBL certification, including study sessions for the SBL exams;
5. The leadership program is designed to address the specific context of leading in an urban school setting;
6. The cohort of students represent the diverse ethnic and cultural makeup of our schools and our city.

### **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")

For year two of the program:

- Bank Street will provide admissions, registration and financial aid support to all the participating students.
- Bank Street, with YCSD, will refine the process to make decisions on each participant's mastery of individual competencies and summative judgments of candidate readiness to be recommended for certification as a School Building Leader based upon our collective learning.
- Bank Street, with YCSD, will refine the internship learning experiences for aspiring principals based upon our collective learning about the discrete needs of individual students.
- Bank Street, with YCSD, will examine and strengthen the assessments used in the yearlong coursework and in supervised fieldwork. The assessments will vary in format so that the partnership will have a holistic view of the candidates' readiness for leadership at the school building level.
- Bank Street will provide support to YCSD instructors in the form of daily debrief sessions, course content adjustment guidance, and calibration of assignment grades to the competency rubric.
- Bank Street will provide support to YCSD instructors in the form of aiding and coaching them in learning to provide meaningful and timely feedback to candidates.

- Bank Street will provide support to YCSD instructors as they provide timely and meaningful feedback to candidates as they complete the residency change projects.
- Bank Street, with YCSD and NYCLA, will support the school-based mentors and coaches.
- Bank Street, with YCSD, will create a reporting process that will inform NYSED of the identification, development, and placement of school leader candidates as well as the overall program.
- Bank Street will work with YCSD to design a plan to build the sustainability of the program.

### **3. WHO IS SERVED?**

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

Bank Street will provide service to members of the YCSD central staff, to the program facilitators, to the school-based mentors, and to students in the program.

### **4. WHO WILL PROVIDE SERVICES?**

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

Bank Street staff will provide the service. This includes:

- Anthony Conelli, Chair of the Educational Leadership Department, was most recently the Chief Schools Officer at NYC Outward Bound Schools and previously led the Office of Leadership as Deputy Chief Academic Officer for the NYCDOE. He has also been a cluster and network leader, an instructional superintendent, a principal, and a facilitator of citywide professional development. Dr. Conelli has his Doctor of Philosophy from New York University.
- Nicole Limperopulos is an instructor and Co-Director of the Education Leadership Programs at Bank Street Graduate School. Most recently, she served as the Associate Director of the Summer Principals Academy at Teachers College. Dr. Limperopulos completed her doctoral studies at Teachers College, Columbia University and her research focuses on the ways in which Black and Latino boys navigate the complexities of gun violence.
- Nancy Mann has over three decades of school leadership in urban education. Lead teacher at Central Park East Secondary School. Co-founder and principal of Fannie Lou Hamer Freedom High School. Deputy Superintendent for the New York City Department of Education. Mentor to educators and school leaders in New York City. Co-creator and co-instructor of Summer Principals Academy Competency-based program at Teachers College.

### **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?)

Communication regarding the progress and results of the services will be the responsibility of the district.

## **6. HOW WILL THE QUALITY BE JUDGED?**

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

The quality of our work will be based upon the feedback provided by YCSD central staff, the program facilitators, and the participants in the program. We will engage in a series of focus groups and individual interviews as part of the program assessment.

## **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)

For Yonkers Public Schools:

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CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER

13-5562167

## **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:

1. The program comprehensively addresses the 11 core elements as outlined in the grant request for proposal;
2. Bank Street, YCSD and NYCLA representatives and recruited participants engaged in planning meetings that developed the parameters of the leadership program;
3. During year 1, the program was registered with NYSED;
4. All students will be provided with ongoing support to secure their SBL certification, including study sessions for the SBL exams;
5. The leadership program is designed to address the specific context of leading in an urban school setting;

6. The cohort of students represent 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.**

Yes, as the program continues. Student data will be used to assess the impact of graduates who have moved into leadership positions. The data will be used to assess particular aspects of the curriculum and its impact on leaders.

**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.**

Yes, as the program continues. Student data will be used to assess the impact of graduates who have moved into leadership positions. The data will be used to assess particular aspects of the curriculum and its impact on leaders. This includes preparation of future leaders to support curriculum development, supervision, professional development and use of data to guide decision-making, inquiry and problem-solving.