

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)

- *Castle Learning is a web-based resource for supporting core curriculum instruction using a bank of over 150,000 content questions. The questions are aligned to standards, rigor, levels, topics and include instructional feedback for students. Instant grading and assessment provides an evaluation to the strengths and weaknesses of a students or group. The mission is to help the teacher be more effective and grow the academic achievement of the student.*

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”) *Schedule “B” is correct.*

- *User account implementation with district’s technology team & Castle Learning support.*
- *Scheduling and implementation of professional development with district and Castle training team.*

3. WHO IS SERVED?

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

- *Individual user accounts for all 7 through 12 grade students, teachers and administrators*

4. WHO WILL PROVIDE SERVICES?

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

- *The Castle Learning Support Team including, but not limited to:
Scott Fischer, President
Ron Borowski, Director of Support & Training
Kim Marie Connor, Training Manager
Linda Holik, Staff Development Coordinator
Judy Lankes, Sales Support Specialist
Customer Support Personnel*

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?)

- *Castle Learning will provide an automated monthly activity report to designated administrators.*
- *Castle Learning is willing, and in conjunction with the school district, to educate parents on the resource made available by the district. A “Parent Plan of Participation” is recommended.*
- *Product communications can come in the forms of emailed newsletters, blogs, some social media, webinars, district presentation, staff development and more.*

6. HOW WILL THE QUALITY BE JUDGED?

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

- *Based on usage reports the cumulative student data can be correlated to academic growth and state testing results*

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)

CONTRACTOR’S NAME, ADDRESS & CONTACT INFORMATION:

Castle Software Inc.
Scott Fischer, President
50 Countryside Lane
Depew, NY 14043
1-800-345-7606 ext. 107
Cell: 716.308.6568
Email: sfischer@castlelearning.com

CONTRACTOR’S FEDERAL IDENTIFICATION NUMBER

11-3085835

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

A New York Corporation
Castle Software Inc.
50 Countryside Lane
Depew, NY 14043

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? *No*

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, student information will be needed for processing individual user accounts. The information required is first and last name, grade level and student number. There is no other personal information required. The student information is for educational purposes at the district or for the student/parent. Student data is not shared to any third parties.*

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.

- Student data will be retained and assessed only for the use by a teacher, administrator, student or parent to aid in-district instruction.