

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)

Attachment A: Scope of Work

Professional training and coaching, preparation and materials development including sessions and deliverables below to serve the dedicated Bridges teacher cohort in partnership with Justice Sonia Sotomayor Community School and Yonkers Middle-High School

Prerequisite to services:

1. Yonkers team identifies a cohort of teachers to engage in Bridges Professional Learning cycle.
2. All participating teachers complete Bridges onboarding process and orientation
3. All teachers need to participate in the engagement of asynchronous online learning modules for dedicated PL funded by NYSED and complete them in their entirety. (approximately 60-90 minutes for each asynchronous training.)

Description of services:

After completing this requirement, the scope of work will be as follows for the Bridges implementing cohort:

1. **Customized office hours** with content lead/coach for four (4) joint sessions with ELA/ENL and Math coach consisting of support on implementation follow upon specific areas of foci, based on the program and building on existing program professional learning, 75 minutes for each session. **NOTE:** These office hour sessions are **not a replacement or replication of PL already offered**. This is an opportunity to ask questions and get additional support with some structured group coaching.
2. **Coaching cycle with content lead/coach for two teachers** in either ENL/ELA or math.
 - a. Coaching cycles are hybrid with two in-person session and up to 8 remote coaching sessions
 - b. Coach and coachee develop a SMART goal to focus the learning on a specific practice connected with student outcomes. Teacher is expected to share (anonymized) student work in order to reflect on the students' learning.
 - c. Bridges provides a summary **coaching report of feedback and recommendations**

for coaching/next steps are included at the end of each coaching cycle for the school or district.

d. Coaching budget includes travel and supply budgets required for the coaching visits.

3. A Bridges team member will **attend monthly advisory meetings** to provide updates.

2. AMOUNT OF SERVICE?

(Set forth the monetary value of the proposed agreement and 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")

\$15,000

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Teachers, administrators

4. WHO WILL PROVIDE SERVICES?

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

Coaches, project director and research assistant on Bridges team

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

No

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?)

We will provide coaching reports and final 1-page summary report

6. HOW WILL THE SCHOOL DISTRICT JUDGE THE QUALITY OF SERVICES? (Set forth the method which will be used to evaluate contractor's performance)

They can review teacher feedback from surveys and also student outcomes if teachers implement the programs and attend all relevant prerequisite training.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Bridges to Academic Success, Research Foundation, CUNY
Vendor Address: Research Foundation of CUNY
230 West 41st Street 7th Floor
New York NY 10036

Vendor Phone No.: 646-341-1961 or 347-400-5685
Vendor Business Status: non-profit under RF CUNY
Vendor Contact Name: George Horvath, Asst. Fiscal Director or Lisa Auslander, PI/Sr. Project Director
Vendor Contact Email: george@bridges-sifeproject.com
Tax ID No.: 13-1988190

School District Administrator Name: Madelyn Guzman
School District Administrator Title: Executive Director
School District Administrator Phone No.: n/a
School District Administrator Email: MGUZMANI@yonkerspublicschools.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, 21st Century Grant, To provide professional learning sessions for specialized Math, Literacy, and Language Arts Curriculum Development and Program Implementation for SIFE and Newcomers.

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, curriculum-embedded scores

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.**

This student work samples and assessment scores will be used to help in coaching.

Performance Based Guidelines
Reviewed and approved by:



(Signature of School District administrator/employee)

Madelyn Guzman
(Printed Name)