

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)

CLUSTER's TEENS (Teens Eager to Engage in Non-violent Solutions) program brings together youth ages 14-17 from various high schools in Yonkers to learn conflict resolution skills that they can implement within their schools and the broader community. This intensive month-long summer program includes training in restorative practices, circle-keeping, and peer mediation, and takes place at CLUSTER's 150 Riverdale Avenue location in Yonkers. Following the training, TEENS participants apply their skills by facilitating circles with groups and organizations in Yonkers. Ultimately, they bring these skills back to their schools for peer mediation and circle-keeping.

The coordinator of the TEENS program works in a dual role, providing onsite mediation support at Yonkers Middle High School, primarily with middle school students. The coordinator's work at YMHS builds trusting relationships with students who may eventually decide to participate and become community leaders through the TEENS program.

This Summer, in addition to TEENS, CLUSTER is re-opening its Summer Camp program for elementary school students in Yonkers. This presents opportunities for the TEENS participants, past and present, to apply their conflict resolution and circle-keeping skills with summer campers, allowing them to benefit from learning these valuable skills at an early age.

Funding from YPS will allow CLUSTER to continue providing the intensive TEENS training for youth ages 14-17, while also providing scholarships for elementary-age youth to attend CLUSTER's summer camp where they will engage in social-emotional activities, physical recreation, cultural experiences, field trips, and skills-development.

Funding in the amount of \$40,000 will provide camp tuition costs for 14 elementary-age summer camp participants (\$22,400), and the coordinator who provides support to middle school students (onsite at YMHS), high school students (through the TEENS program) and elementary students (through support of the summer camp program) (\$17,600).

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")

The coordinator, hired by CLUSTER, will continue providing onsite mediation support at YMHS through the last day of school on June 26, 2024. CLUSTER anticipates that the coordinator will be onsite at YMHS three days per week for the remainder of the school year, with the remaining days devoted to preparation, coordination, and implementation of the TEENS program and summer camp through August 31, 2024. Summer Camp will be held at a location such as a school or community center within Yonkers. The TEENS program is based at CLUSTER's 150 Riverdale Avenue site in Yonkers, with additional off-site work with summer campers and facilitating circles at various locations throughout the Yonkers community.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

While the students themselves will directly benefit from training and experience in restorative practices and conflict resolution, members of the larger Yonkers community will also benefit from being part of restorative and community-building processes facilitated by TEENS. This includes their families, peers, and others in their schools and broader community. Summer camp provides families an opportunity for their youth to be engaged in youth development activities with social-emotional and physical benefits.

4. WHO WILL PROVIDE SERVICES?

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

Staff members, hired and trained by CLUSTER, will deliver trainings and summer camp programming. The Deputy Executive Director and Executive Director of CLUSTER provide oversight for the summer camp. The Restorative Justice Supervisor and Director of Mediation provide program oversight for the TEENS program and serve as contact between CLUSTER and YPS.

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.**

The program will not be utilizing sub-contractors for full-time program positions but may hire rostered trainers who serve as professional temporary staff to assist with training events.

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?)

At YMHS, the Coordinator is in daily communication with School administrators regarding mediation referrals and outcomes. At the conclusion of the 2023-2024 school year, CLUSTER will provide School and District administrators with a summary of the number of mediations held, number of agreements reached, number of no-agreements reached, and the number of students served. The coordinator will also maintain records regarding the number of youth participating in the TEENS program, the training modules completed by each participant, and the number of community events at which they have applied their skills, including their work with summer camp. CLUSTER will also provide the district with a report on the number of summer campers participating this year, including their ages, and the types of activities in which they engaged.

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

The TEENS participating in training will demonstrate their newly acquired skills by facilitating circles and conflict resolution workshops in the summer camp program, their schools, and the broader Yonkers community. Pre- and post-training surveys administered by CLUSTER provide feedback on the TEENS participants' perception of training and confidence in themselves as community leaders in dispute resolution and restorative practices. In Summer camp, pre- and post-camp surveys provided

to families whose children participated in camp, will provide feedback on the perceived benefits of the camp program. We anticipate that the TEENS participants and summer campers will experience an increased sense of belonging and confidence among peers and in their interactions with leaders of the program. This is achieved through consistent community-building, as well as responses to conflict and wrong-doing that are restorative, with high support and accountability for one's actions. The district is invited to attend any sessions of the TEENS program and/or summer camp for a firsthand look at these restorative practices in action.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Cluster Inc
Vendor Address: 28 Wells Avenue, 4th Floor, Yonkers NY 10701
Vendor Phone No.: 914-963-6500 ext. 202
Vendor Business Status: (corporation, non-profit individual, unincorporated)
Vendor Contact Name: Tajae Gaynor or Trudy Junkroski
Vendor Contact Email: tgaynor@clusterinc.org or tjunkroski@clusterinc.org
Tax ID No.: 13-2834016

School District Administrator Name: Elaine Shine
School District Administrator Title: Executive Director
School District Administrator Phone No.: 914-376-8183
School District Administrator Email: eshine@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?

This works supports the goals of the Title IV grant relating to social emotional learning.

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.

No

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

Performance Based Guidelines
Reviewed and approved by:



(Signature of School District administrator/employee)



(Printed Name)