



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: *Learn Regional Educational Service Center (LEARN)*

Doing Business As, if applicable: *LEARN*

Business Address: *44 Hatchetts Hill Road, Old Lyme, CT 06371*

Business Phone: *(860) 434-4800*

Business email: *learn.k12.ct.us*

Funding Source & Acct # including location code: *2531-6394 -0062*

Principal or Supervisor: *Peggy Moore*

Agreement Effective Dates: From 01/23/2024. To 06/25/2024.

Hourly rate or per session rate or per day rate.

Total amount: *\$122,000.00 - 78 hours a month for a total of 6 months (468 hours – approximately)*

Description of Service: *Teachers at Hillhouse will be trained on effective instructional and engagement strategies and utilizing block scheduling. In addition, staff will be trained in Retorative practices and culturally relevant pedagogy*

Submitted by: Kristina DeNegre Phone: (475) 220-1015



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Kristina DeNegre
Date: 12/12/2023
Re: LEARN Professional Development - Hillhouse

Please answer all questions and attach any required documentation as indicated below. Please have someone ready to discuss the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** *LEARN*
2. **Description of Service:** *This training will support our teachers in leveraging the 80-minute instructional block to support content instruction but also provide students with supports within the block to meet their needs. Hillhouse teachers will be trained in planning for Student Engagement Strategies and differentiation according to students' needs. engaged students experience improved academic achievement and satisfaction, are more likely to persist through academic struggles, and earn higher standardized test scores. Engaging students in the learning process increases their attention and focus and moves them to more critical thinking. Instructors who adopt a student-centered approach to instruction increase opportunities for student engagement, which then helps everyone more successfully achieve the course's learning objectives. This training also includes training in Trauma Informed Instruction and Culturally Relevant Pedagogy with elements of Restorative Practices embedded within. Teachers will engage in this work to better understand the students in front of them. Lastly, Leadership training will also be provided to Hillhouse administrators to continue the work after the contract ends and to support teachers as well as provide feedback to teachers regarding instruction. Contractor will be in the school two to three times a week for full day service from January through June 25, 2024. This also includes Staff meetings and grade level team meetings for additional hours of support and training. This is equivalent to 78 hours a month for a total of 6 months (468 hours – approximately \$260.00 per day)*
3. **Amount of Agreement and hourly or session cost:** *\$122,000*
4. **Funding Source and account number:** *SIG 23-24 School Year Acct # 2531-6394 -0062*
5. **Approximate number of staff served through this program or service:** *90*
6. **Approximate number of students served through this program or service:** *1150*
7. **Continuation/renewal or new Agreement?** *New Agreement*

Answer all questions:

- a. If continuation/renewal, has the cost increased? If yes, by how much? *New contract*
- b. What would an alternative contractor cost: *All RESCs work under one umbrella and their prices are the same if not similar – NHPS was given a discount of \$22,000*
- c. If this is a continuation, when was the last time alternative quotes were requested? *New Contract*
- d. For new or continuation: is this a service existing staff could provide. If no, why not? *New contract*

8. Type of Service:

Answer all questions:

- a. Professional Development?
 - i. If this is a professional development program, can the service be provided by existing staff? If no, why not? *No, we do not have the staff that can provide the training and spend the amount of time necessary to ensure the implementation of the professional learning and follow up that is necessary.*
- b. After School or Extended Hours Program? *No*
- c. School Readiness or Head Start Programs? *No*
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business? *No*
- b. Is the Contractor Local? *Yes*
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? *No*
- d. Is the Contractor a public corporation? *Yes*
- e. Is this a renewal/continuation Agreement or a new service? *New Service*
- f. If it is a renewal/continuation has cost increased? If yes, by how much? *N/A*
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: *Yes – Teachers will gain the knowledge of engagement and differentiation strategies as well as teaching in a block schedule. They will also participate in building the instructional framework for Hillhouse that will transcend across grade levels and content creating a coherent through line for instruction. In addition, they will gain knowledge in the Restorative Practices Approach as well as increase their capacity around Trauma Informed Instruction and increase their capacity in Culturally relevant Pedagogy.*

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company: *Please see attached*
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department? *CSDE approved State Contractor – This is a Regional Educational Service Center (RESC) – All affiliates*

under RESC are approved contractors under the CSDE

- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected? *We evaluated the services of the other agencies (ACES, SERC, CES) and they do not provide the specificity of the needs of the professional learning that is needed to support Hillhouse.*
- d. Who were the members of the selection committee that scored bid applications? *Assistant Superintendents and Hillhouse Administration and Members of the Leadership Team.*
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.

11. Evidence of Effectiveness & Evaluation

Answer all questions

- a. What **specific need** will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met? *There success will be measured through staff feedback surveys, walkthroughs to ensure professional practices are being implemented, the completion of a collaborative Instructional Framework, Student surveys, and measures of accountability among staff to ensure that professional learning are being implemented.*
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
- c. How is this service aligned to the District Continuous Improvement Plan? *It is aligned to the District Improvement Plan in Priority Areas 1 – Academic Learning, Priority Area 2 – Culture and Climate, Priority Area 3 – Youth and Family Engagement, Priority Area 4 – Talented Educators*

12. Why do you believe this Agreement is fiscally sound? *Yes*

13. What are the implications of not approving this Agreement? *The Hillhouse staff will not get the necessary training to implemented effective and engaging instruction in a block schedule nor for all students all the while meeting each students' unique individual needs. In addition, Hillhouse staff was never trained to instruct in the block schedule model and this training will provide the necessary tools for them to be successful.*



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

Learn Regional Educational Service Center (LEARN)

FOR DEPARTMENT/PROGRAM:

Hillhouse High School

This Agreement entered into on the 12th day of January 2024, effective (*no sooner than the day after Board of Education Approval*), the 23rd day of January, 2024, by and between the New Haven Board of Education (herein referred to as the "Board" and, LEARN _____ located at, 44 Hatchetts Hill Rd, Old Lyme, CT(herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$1, 564.00 per day x 78 days (approximately 12 days _____ per month) _____ days, hours or sessions.(Cost Breakdown attached)

The maximum amount the contractor shall be paid under this agreement: One hundred twenty-two thousand dollars (\$122,000.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

14. **Fiscal support** for this Agreement shall be by Hillhouse SIG **Program** of the New Haven Board of Education, **Account Number:** 2531-6394 -56694- 0062
Location Code: 0062

This agreement shall remain in effect from January 23, 2024 to June 25, 2024.

SCOPE OF SERVICE: *In the space below, please provide brief summary of service.*

Exhibit A: Scope of Service: *Please attach contractor's detailed Scope of Service on contractor letterhead with all costs for services including travel and supplies, if applicable.*

Exhibit B: *Student Data Privacy - attached*

Exhibit C: *Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.*

APPROVAL: This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contactors may begin service no sooner than the day after Board of Education approval.

HOLD HARMLESS: The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor's breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

TERMINATION: The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.


Contractor Signature

President
New Haven Board of Education

11/15/2024
Date

Date

LZNDAT Darcy - Director of Teaching & Learning
Contractor Printed Name & Title

Revised: 9-27-21



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

**STUDENT DATA PRIVACY AGREEMENT
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student- generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.

Revised: 10/2/18



**CONTRACTUAL AGREEMENT BETWEEN
LEARN and NEW HAVEN PUBLIC SCHOOLS**

This contractual agreement is between LEARN, 44 Hatchedts Hill Rd, Old Lyme, CT and New Haven Public Schools, 54 Meadow Street New Haven, CT 06519

for Professional Development.

Dr. Linda Darcy & Gretchen Osodipe

I. Terms of the contract

This agreement will be in effect from 1/12/2024 to 06/30/2024 unless cancelled by mutual agreement by the parties.

II. Fees for services

* See Proposal***

Total \$122,000.00

III. Billing

LEARN will be paid upon completion of the provision of the services listed above. Payment should be remitted to LEARN, 44 Hatchedts Hill Rd., Old Lyme, CT 06371

IV. Adjustments

Changes to this agreement will be made by addendum.

Accepted:

Katherine Ericson

11/7/2023

Katherine Ericson, Executive Director
Administrative Services, LEARN

Date

Linda T. Darcy

11/7/2023

Linda T. Darcy, Director
Office of Teaching & Learning, LEARN

Date

X

Dr. Madeline Negrón, Superintendent of
Schools, NEW HAVEN PUBLIC SCHOOLS

Date

X

Yesenia Rivera, NHBOE President,
NEW HAVEN PUBLIC SCHOOLS

Date

Contract Summary: Professional Development
Amount: \$122,000.00

Provision of __Professional Development__
of hours/days, etc.
See budget attached to contract (if necessary)

Reviewed by:

A handwritten signature in black ink, appearing to read "MBelden", followed by a horizontal line extending to the right.

Reviewed by**See Contract** Reviewed by Mike Belden

Return to:

Notes:

Proposal - LEARN Support Plan
Hill House High School

Instructional Support

Content	Audience	Format	Frequency	Team	Days x Consultants x \$
Planning and Engaging in the Block	Full staff	Staff Meetings	Monthly	L. Darcy S. Riffle TBA	8 x 2 x \$500 \$8,000
Planning and Engaging in the Block	Instructional Leadership		Bi-weekly	L. Darcy S. Riffle	18 x 2 x \$1000 \$36,000
Development and Implementation of Instructional Framework	Instructional Leadership	Facilitating Work Sessions		L. Darcy S. Riffle G. Osodiipe	5 x 2 x \$1000 \$10,000
Leadership Coaching	Assistant Principals			S. Riffle TBA	8 x 1 x \$500 \$4000
Walkthroughs with Leadership Teams		Walkthroughs	Bi-Weekly	L. Darcy S. Riffle TBA	18 x 3 x 1000 \$54,000
Ad Hoc Support	Leaders	Real time thought partnering		L. Darcy S. Riffle G. Osodiipe TBA	Included
Cost					\$112,000
Discount					\$22,000
Cost					\$90,000

Restorative Practices

Content	Audience	Format	Frequency	Team
Restorative Practices	Full Staff	Training		S. Riffle G. Osodiipe
Restorative Practices	Deans and Leadership	Coaching	Monthly	S. Riffle G. Osodiipe
Restorative Practices		Walkthroughs	Monthly	S. Riffle G. Osodiipe
				Cost
				\$32,000

Total Proposal Cost

Instructional Support	\$90,000
Restorative Practices	\$32,000
Total	\$122,000





Working as One

Recent News



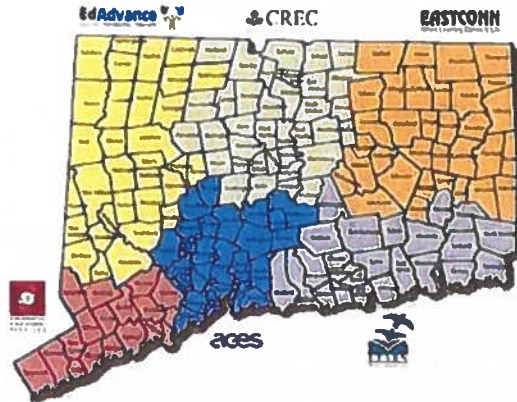
2022 School/District Grant Program Application Available



Fall 2022 Increasing Educator Diversity Scholarship and Fee Reimbursement Opportunity



Igniting Change conference focuses on equity-centered learning



Regional Educational Service Centers (RESCs) are nonprofit, fee-for-service, public education agencies. Their mission is to provide quality, cost-effective education resources, programs, and services to the state's public schools. The RESC Alliance exists to create greater access to resources and savings for all Connecticut public schools.

© 2023 RESC Alliance



About Us






What are Regional Educational Service Centers (RESCs)?

Regional Educational Services Centers (RESCs) are nonprofit, fee-for-service, public education agencies with a mission to provide quality, cost-effective education resources, programs, and services to the state's public schools. Since their formation in 1972 (10-66a), RESCs have saved public schools millions of dollars.

In the 1990s, the six RESCs formed the RESC Alliance to create greater access to resources and savings for all Connecticut public schools. Through the Alliance, access to one RESC means access to the resources at any RESC.

CONNECTICUT RESCs ARE:

- Created by Connecticut General Statute 10-66a on August 1, 1972
- Governed by an executive board composed of local school districts' Board of Education members
- Responsive to local needs and interdistrict opportunities 
- Dedicated to supporting local school districts to improve teaching, learning, and student achievement 
- Committed to providing high-quality and affordable solutions that address regional needs 
- Collaborators that facilitate partnerships with many different key stakeholders including the Connecticut State Department of Education (CSDE) and the Office of Early Childhood (OEC)

What is the RESC Alliance?

In the 1990s, Connecticut's six RESCs formed the RESC Alliance to create greater access to resources and savings for all Connecticut public schools. Today, the RESCs collaborate to deliver an ever-growing variety of education resources and services that schools and communities couldn't otherwise afford. The RESC Alliance also advocates at the state legislature for laws that address and respond to the education needs of all Connecticut residents.



missions to serve Connecticut public school districts and children. The RESC Alliance Accord lays out the beliefs of the RESC Alliance and procedure for sharing resources and expertise.

Regional Educational Service Centers (RESCs) are nonprofit, fee-for-service, public education agencies. Their mission is to provide quality, cost-effective education resources, programs, and services to the state's public schools. The RESC Alliance exists to create greater access to resources and savings for all Connecticut public schools.

© 2023 RESC Alliance



CONGRATULATION

Marine Science Magnet High

Named Connecticut's #1 High School
by U.S. News & World Report
and a

2023 National Blue Ribbon School



About
LEARN



Magnet
Schools
Information



RESC
Alliance



Professional
Learning



Customized
Consulting

E

News and Updates

OTL Team Member Earns ISTE Certification for Educators

Leadership Team Continues to Grow

LEARN is excited to announce the continued growth of its Leadership Team.

MSMHS Receives Prestigious National Blue Ribbon School Award

LEARN is proud to announce that the U.S. Department of Education designated its Marine Science Magnet



[See all News](#)



Upcoming Events

🕒 8:30AM - 9:45AM

December 14

Middle School Counselors



🕒 8:00AM - 9:45AM

December 15

ECC High School Assistant Principals



🕒 12:00PM - 2:00PM

December 15

Shoreline High School Principals



[View all Events](#)

