

## 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)

Interactive Health LLC will be the evaluator for the Smart Start Grant. Interactive Health LLC will provide evaluation, coordination, direction, and oversight for the implementation of the Smart Start Grant in Year 3 of five years.

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")

Interactive Health will continue to administer, analyze, and report on student, teacher and administrator assessment surveys; report on the fidelity of the programs; analyze data collected from participation feedback forms that will to be administered after all relevant workshops; collect relevant district data and assist in guiding program service delivery for the Smart Start grant program.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Services will be provided to Yonkers Public Schools to meet the requirements of the NYSED Smart Start Grant. The first year of the grant focuses on teachers and classes in the 7<sup>th</sup> and 8<sup>th</sup> grades, Year 2 in the 5<sup>th</sup> and 6<sup>th</sup> grades, Year 3 in the 3<sup>rd</sup> and 4<sup>th</sup> grades, Year 4 in the 1<sup>st</sup> and 2<sup>nd</sup> grades, Year 5 in the PK and K grades. This 2023-2024 school year will be Year 3, so the focus will be on 3<sup>rd</sup> and 4<sup>th</sup> grades.

4. WHO WILL PROVIDE SERVICES?

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

Services will be provided by Interactive Health, LLC, founded in 1999, with expertise in school-based evaluation and research. Dr. Katherine Roberts, President of Interactive Health, who will oversee the services, is also an adjunct professor at Teachers College Columbia University, where she teaches Research Methods and Biostatistics.

- 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, Interactive Health, LLC will not be utilizing any volunteers or hiring/utilizing any subcontractors.

**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?)

Interactive Health, LLC will generate written reports of all results, including pre- and posttests, which will inform district personnel about the implementation and progression. This will allow for performance feedback and program improvements, if necessary.

**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 quality of service will be evaluated through the Yonkers City School District ongoing monitoring of the contractual services via written reports.

**7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.**

Vendor Name: Interactive Health, LLC

Vendor Address: 162 Lake Drive, Mountain Lakes, NJ 07046

Vendor Phone No.: 917-817-0785

Vendor Business Status: (corporation, non-profit individual, unincorporated) Limited Liability Company

Vendor Contact Name: Dr. Katherine Roberts

Vendor Contact Email: roberts@interactivehlth.com

Tax ID No.: 22-3691525

School District Administrator Name: Elan Kheyman

School District Administrator Title: Director of Instructional Technology

School District Administrator Phone No.: 914- 376-4773

School District Administrator Email: ekheyman@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, YPS was awarded the Smart Start Grant. Smart Start is a NYSED grant and requires a program evaluator for each year of the grant.

**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.**

For the grant described above, Interactive Health will not be receiving any student data but will review staff data, including professional development hours for the purpose of reporting in collaboration with the Yonkers School District to the NYSED on the progress of services.

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.**

No student data will be used. The results data related to professional development services and hours will be used to determine the extent of program implementation related to the requirements of the grant programs.

<p>Performance Based Guidelines Reviewed and approved by:</p> <p></p> <p>_____ (Signature of School District administrator/employee)</p> <p><u>06/01/2023</u></p> <p>_____ (Printed Name)</p>
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