

## 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)

A Literacy Expert from Teaching Matters, Inc. will provide onsite support coaching Barack Obama School for Social Justice, and School 25 teachers to build effective, rigorous practices into lessons, with the goal of improving outcomes for students. To achieve this goal, the coach will support:

- Teachers to establish methods and instructional practices that create curriculum cohesion for ELA instruction.
- Students to experience and be exposed to increased academic rigor, elevating their academic expectations.
- Teachers to build an operational understanding of Culturally Responsive and Sustaining Education principles that align with ELA instruction.

The Literacy Expert from Teaching Matters will also provide district support.

A Literacy Expert from Teaching Matters will provide two workshops for the district focused on

- Vocabulary protocols and routines - Deepening teacher practice
- Reading scaffolds, protocols, and routines - What does it look like to give time for students to read the texts
- Harnessing the data that the assessments yield - what are we learning about our students regarding their mastery of standards.

### 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")

Teaching Matters proposes 20 days of onsite literacy coaching at Barack Obama School for Social Justice, and 20 days at School 25. This service will be provided at a daily rate of \$1,400. The total cost for the 85 days of support is \$56,000.

Teaching Matters will also create and present two workshops. Each workshop will require one day of preparation and one day of presentation. Each of the 2 days of preparation is \$1600. Each of the Workshop days is \$1,680. The total for preparation and presentation for both workshops is \$6,560.

The total for both the onsite literacy coaching and the workshops is \$62,560.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Teaching Matters is a professional learning organization that provides coaching support to teachers and school leaders. The work we propose will support staff - specifically, we will provide direct support to classroom teachers/teaching teams and provide district support.

4. WHO WILL PROVIDE SERVICES?

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

A literacy expert from Teaching Matters, Inc. will provide the onsite coaching support. Teaching Matters is a 501 (c) 3 organization with close to 30 years of experience providing effective onsite coaching to educators to increase student success.

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.

Teaching Matters will not be using 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?)

Teaching Matters begins its work at a school with a needs assessment, resulting in an action plan. The specific goals and desired outcomes are established in collaboration with school leadership and/or the district and progress toward meeting the goals is central to the debrief conversations. Throughout the project, the assigned coach will send visit summaries to school leadership to update on progress. The coach will provide comprehensive reports of all outcomes assessment results to school leadership.

The assigned workshop preparation and presentation will work in conjunction with district personnel to present information that will support the literacy goals of the district.

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

Teaching Matters sends a quarterly survey to the teachers and school leaders with whom we work for comments about the service including opportunities for constructive feedback. This information can be shared with school/district leadership to ensure that the contractor is meeting expectations for

teacher growth and student improvement. In addition, our work will include pre and post-cycle assessments of student work and evidence of academic improvements

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

Vendor Name: Teaching Matters, Inc.

Vendor Address: 475 Riverside Drive, New York, NY 10115

Vendor Phone No.: (212) 870-3505

Vendor Business Status: (corporation, non-profit individual, unincorporated) Nonprofit Corporation

Vendor Contact Name: Evan O'Donnell

Vendor Contact Email: [finance@teachingmatters.org](mailto:finance@teachingmatters.org)

Tax ID No.: 133770472

School District Administrator Name: Mr. Jamell Scott

School District Administrator Title: Principal

School District Administrator Phone No.: 914-376-8177

School District Administrator Email: [jscott@yonkerspublicschools.org](mailto:jscott@yonkerspublicschools.org)

School District Administrator Name: Mr. Brian Gray

School District Administrator Title: Principal

School District Administrator Phone No.: (914) 376 - 8011

School District Administrator Email: [bgray@yonkerspublicschools.org](mailto:bgray@yonkerspublicschools.org)

Ms. Alyssa Colon-Garcia

Executive Director

Phone: (914) 376-8213

Fax: (914) 376-8211

[acolon-garcia@yonkerspublicschools.org](mailto:acolon-garcia@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, the services provided support the 1003a grant. The services will assist the schools in accountability with their approved SCEP.

Additional workshops provided will support the RECOVS grant. The services will assist schools in addressing learning loss exacerbated by the pandemic.


**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

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.**

Yes. We look at student data while at the school with teachers (we do not maintain any student data on our server) in order to facilitate student grouping and identifying instructional strategies

Performance Based Guidelines  
Reviewed and approved by:

 11/27/25

\_\_\_\_\_  
(Signature of School District administrator/employee)

Alyssa Colon-Garcia  
(Printed Name)