

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)

To introduce one hundred 3rd and 4th grade teachers to inquiry-based approaches to STEM, and to support school-based teams in designing and implementing rich, technology-infused projects that benefit from the Yonkers City School District's newly established Technology Center. The project work will integrate digital tools and equipment in alignment to the SMART Start grant's Year 3 topic of focus: ecology, renewable energy, farms and gardens, recycling and conservation, and environmental engineering. Concurrent work with leaders will help support the sustainability of the initiative over time.

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")

A total of 45 billing days* served over the contract period April 1, 2023 to March 31, 2024, at a discounted rate of \$1,500 for a total cost to the project of \$67,500. Please note: The College's standard rate for professional development services is \$2,000/day, per matrix of one full day facilitator with part-time support and/or oversight from other staff. Given the constraints on the related grant budget, the discount is offered to Yonkers as a long-time recurring partner.

*note: services are inclusive of time for planning, implementation, documentation, and travel for facilitation team members. CTSC will be on site in Yonkers for 14 in-person session dates.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

One hundred 3rd and 4th grade teachers from across the district and select leaders from the participating schools.

4. WHO WILL PROVIDE SERVICES?

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

Services will be founded by the Center for Technology (CTSC) at Teachers College, Columbia University. The Center is Co-Founded and Directed by **Dr. Ellen Meier**, Professor of Computing and Educational Practice in the Department of Mathematics, Science, and Technology. Dr. Meier's research examines how urban teachers use digital tools to promote student understanding through inquiry-based learning. A significant focus of her research is on transformative approaches to professional development, a larger undertaking of the Center. Dr. Meier is an advisor to NYSED on computer science education, and Co-Chairs the USNY Council on Technology Policy and Practice. Dr. Meier oversees the professional development work of the Center in collaboration with **Karen**

Kirsch Page, Senior Associate Director of Professional Learning. Ms. Page is a former K-8 teacher, technology coordinator, designer of STEAM programs, an experienced professional developer and an advanced doctoral student with a research focus on adult learning and technology. She has worked at the Center for the past seven years.

CTSC is comprised of a dedicated team of professional developers and researchers with a range of interests and experience. Our current staff of sixteen educators (5 full-time and 12 part-time) represent expertise in areas such as technology integration, curriculum design and development, science, mathematics, engineering, the humanities, and educational leadership. Our professional development team includes both full-time staff and part-time facilitators, many of whom hold masters' degrees in STEM disciplines from Teachers College. In recent years, we have formalized our training program for professional developers, and mentor our own staff accordingly. Senior professional developers working on this initiative will include **Karen Kirsch Page, Jacqueline Pilati, and Kim Van Wyck**. Ms. Pilati is a former NYC public school teacher, a museum educator, pre-service coordinator, and an experienced STEM professional developer. She has worked full-time at CTSC for the past year. Ms. Van Wyck taught for eight years as an urban elementary and middle school teacher and has an M.A. in Education Policy. Ms. Page, Ms. Pilati, and Ms. Van Wyck will be supported by part-time facilitators on an as needed basis.

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?)
At the start of the partnership and on an ongoing basis, CTSC will engage in needs assessments meetings with the district to understand the needs of the district, the individual needs of participating schools, teachers, and students in order to best situate the professional learning to the stated goals of the grant initiative. Data, including teacher feedback forms and surveys will be reviewed, and teacher design work will be shared.

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 Public School District ongoing monitoring of the contractual services via agendas, summary reports and surveys.

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

Vendor Name: Center for Technology and School Change, Teachers College, Columbia University (CTSC)

Vendor Address: 525 West 120th Street, Box 8 New York, NY 10027

Vendor Phone No.: 212-678-3829

Vendor Business Status: Non-Profit 501(c)(3)

Vendor Contact Name: Dr. Ellen B. Meier

Vendor Contact Email: ebm15@tc.columbia.edu

Tax ID No.: 131624202

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?**

Professional development services are pursuant to the district's SMART Start agreement with New York State. The district must provide the College with the relevant document(s) to ensure compliance with the related requirements set forth by New York State.

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.**

No

Performance Based Guidelines
Reviewed and approved by:



(Signature of School District administrator/employee)

ELAN KHEYMAN

(Printed Name)