

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)

Panorama Education aims to build out custom surveys for Yonkers Public Schools in order to elevate the voices and needs of students, staff, families, and the wider community.

Panorama Ed has research backed survey tools, a browser based administration platform, and virtual reporting platform to understand and analyze results. We also have professional development services to do action planning with school district staff around the results.

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")

Our services are delivered through and guided by our subscription based contracts. This contract term will be from the 'effective date' (date when both parties sign)

For this specific contract, catered towards YPS' needs, the contract total is \$102,500. See Panorama's standard contract for the further breakdown of costs.

3. WHO THE SCHOOL DISTRICT IS SERVED?

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

Surveys will be taken by students, staff members and family/community members. Staff will have access to survey results and reporting platform. Professional development will be served to staff with eventual supports (driven by survey results) impacting entire school district community (student, staff and families).

4. WHO WILL PROVIDE SERVICES?

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

All services will be provided by employees of Panorama Education. The Account Manager/Director will be Albert Lee (alee@panoramaed.com) who works with our other large districts in New York State (Syracuse, Rochester, etc.). Once the contract is signed and is effective, a project manager (employed by Panorama) will be assigned to support the planning, creation and administration of the surveys and a professional learning manager (employed by Panorama) will be assigned by Panorama to deliver specific professional development sessions/resources.

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.

While subcontractors have not been contracted for this specific engagement, in the event subcontractors are subsequently engaged, contractor acknowledges and will comply with requirements of contract in place and district requirements/guidelines.

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?)

The account manager will meet continuously with the district project team and larger leadership team to talk through progress of project.

Survey results will be formally reported and shared out with stakeholders through reporting platform and professional development sessions. Included in this contract are 2 in person (on site) professional learning days in which school based staff, school admin, district admin, cabinet/leadership team, can be engaged in survey results and progress towards achieving goals in the contract.

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

Timeliness and quality of detailed reports from Panorama education; and availability and quality of technical assistance provided to the YPS community.

Note: No external evaluators are required for the 1003a School Improvement Grant and ARP Grant

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Panorama Education, Inc.

Vendor Address: 24 School Street, 4th Floor, Boston, MA 02108

Vendor Phone No.: 617-356-8123 ext. 6

Vendor Business Status: Corporation

Vendor Contact Name: Leigh-Anne LaCourse, Controller

Vendor Contact Email: Contact@panoramaed.com Tax

D No.: 900995958

School District Administrator Name: Dr. Frank O. Hernandez

School District Administrator Title: Assistant Superintendent School

District Administrator Phone No.: 914-376-8000

School District Administrator Email: Fhernandez2@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, This grant is partially pursuant to the 1003a School Improvement Grant and ARP Grant. This services are crucial to the goal of providing surveys of the staff and student surveys and supplemental parent surveys as well.

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.

Panorama will only have access to data requested by the district. This data may include student, staff and family roster data, data entered or imported into Panorama's platform, and survey data—student, staff and family responses to questions chosen by school/district.

Panorama works with several other districts based in NY and has signed/executed additional data privacy agreements with reference to Ed Law 2D. Panorama is happy to review and execute similar documentation with Yonkers Public School.


Here is a link to Panorama's Privacy Guidelines:

<https://www.panoramaed.com/about/privacy>

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.

All of the survey data and data connected to students, staff and families belongs to YPS, but is simply hosted on Panorama's secure platform. The district will be solely responsible for any decisions around "VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION."

Performance Based Guidelines
Reviewed and approved by:



(Signature of School District administrator/employee)

Dr. Frank O. Hernandez

(Printed Name)