

## 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)

The Leadership Academy (TLA) services under this contract will assist YPS in designing, implementing and assessing the Yonkers Urban Leadership Academy, Cohort 3, beginning November 1, 2023, through December 31, 2023. District appointed personnel would be responsible for developing, supporting and assessing aspiring leaders for YPS. TLA will partner with YPS to support and co-facilitate Cohort 4 sessions through December 2023. These services will include planning and debriefs for YULA sessions, providing feedback to leadership students as well as planning and convening mentor meetings if warranted. An outline of specific services is contained in Schedule B.

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 \$16,360.00 of professional services will be delivered between November 1, 2023, and December 31, 2023, under this contract. Services will be provided and delivered on-site at YPS and virtually, as warranted. A specific breakdown of services is also provided in Schedule B.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

TLA will provide consulting and design services to YPS staff who will directly work with the program. In addition, TLA will also provide support to the leadership students during the Fall residency session, the cooperating administrators, coaches (for cooperating administrators and leadership students) and the program facilitators throughout the program period.

4. WHO WILL PROVIDE SERVICES?

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

Staff from TLA will provide services.

- 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 one other than TLA staff will be providing services under this contract.

**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?)

Since this contract is primarily to support the development of an aspiring leaders' program for YPS, TLA will confer directly with YPS leadership regarding any communications regarding this program and will provide input on any publication of materials, etc.

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

YPS will use feedback from involved stakeholders to judge quality. YPS will share results with TLA to inform program adjustments, where needed.

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

Vendor Name: The Leadership Academy  
Vendor Address: 10-27 46<sup>th</sup> Ave. Long Island City, NY 11101  
Vendor Phone No.: 914-742-1077  
Vendor Business Status: (non-profit corporation)  
Vendor Contact Name: Marlene Filewich  
Vendor Contact Email: mfilewich@nyclleadershipacademy.org  
Tax ID No.: 03-0503570

School District Administrator Name: Dr. Michelle Yazurlo, Assistant Superintendent,  
School District Administrator Title: Professional Development and Guidance  
School District Administrator Phone No.: 914-376-8274  
School District Administrator Email: myazurlo@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, these services are pursuant to the Every Student Succeeds Act Title IIA.

The objectives associated with the Title IIA grant are:

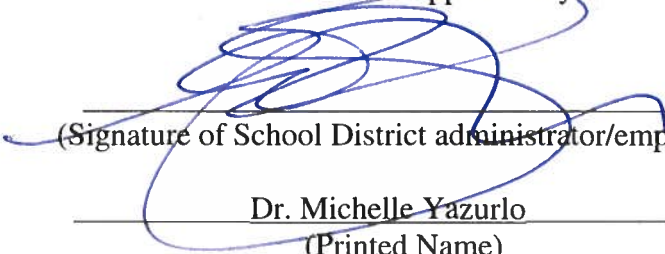
- Increasing student achievement consistent with NYS academic standards;
- Improving the quality and effectiveness of teachers, principals, and other school leaders;
- Increasing the number of teachers, principals and other school leaders who are effective in improving student academic achievement in schools; and

- Providing low-income and minority students greater access to effective teachers, principals, and other school leaders.

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.**

The contractor will not receive student data or other data from YPS.

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.**

<p>Performance Based Guidelines Reviewed and approved by:</p>  <p>_____ (Signature of School District administrator/employee)</p> <p>Dr. Michelle Yazurlo _____ (Printed Name)</p>
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