

## **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)**

Coaching leadership students and their cooperating administrators in YULA cohorts three and four. Observing practice, providing feedback, engaging in reflective conversations, collaborative goal setting, problem-solving, working with cooperating administrators to establish meaningful leadership experiences, periodic progress assessment and internship redesign, and supporting leadership students and cooperating administrators in their professional growth. Helping to support the YULA leadership program and engaging in reflective practice to support program redesign in response to emerging data.

### **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")

The program will entail 10.66 days (a day is defined as 7 hours). The day will be comprised both of digital coaching hours and on-site visits. Digital coaching includes, phone, email, Zoom and other additional platforms. A digital "day" will be a collection of digital hours performed on different dates and grouped into a unit of 7 hours that will be documented by hours/date. On-site visits will be measured in fractional day increments (e.g., half day). Additionally, the contractor will design and facilitate professional development sessions (included in the 10.66 days). The contract duration is September 2022 through November 2022.

### **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 leadership students and cooperating administrators in YULA cohorts three and four. Coaching may be provided to additional personnel for example teacher teams/student groups/parent representatives when this is part of the leadership student's program, with negotiation.

### **4. WHO WILL PROVIDE SERVICES?**

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

Ilene Friedman, Master of Social Work, Advanced Certificate Program (Supervisors/Administrators), was the Vice President/Academic Dean at The NYC Leadership Academy (NYCLA). During her tenure at NYCLA from 2004-2015, she supervised the NYC Aspiring Principals Program, consulted with national clients both in person and digitally, and provided professional development for the NYCLA staff.

She was a NYC principal from 1999-2004 and mentored new and aspiring principals in three programs: New Leaders for New Schools, Baruch College's Aspiring Principals Program and NYCLA's Onboarding Program for first year principals.

As an adjunct professor at Baruch College, she facilitated and designed aspiring principal sessions for course credit and as an adjunct at Columbia School of Social Work, she oversaw the social work internship in a NYC school district.

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?

The contractor will maintain ongoing communication with the Assistant Superintendent for Professional Development, Yonkers Public Schools as well as key personnel from the YULA partnership. These partners include the Bank Street Graduate School of Education (BSGSE) and/or The Leadership Academy (TLA). These communications will be used to adjust learning experiences for the leadership students.

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of 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)

The quality of the contractor's performance will be derived from qualitative and/or quantitative feedback from the leadership students, cooperating administrators, and/or partners from BSGSE and TLA.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Ilene Friedman

Vendor Address: 18 North Elm, Beacon, NY 12508

Vendor Phone No.: 917.647.0094

Vendor Business Status: Individual

Vendor Contact Name: Ilene Friedman

Vendor Contact Email: ilenefriedman2@gmail.com

Tax ID No.: N/A

School District Administrator Name: Luis Duany Blanco

School District Administrator Title: Assistant Superintendent

School District Administrator Phone No.: 914.376.8274

School District Administrator Email: lduany-blanco@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.**

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

<p>Performance Based Guidelines Reviewed and approved by:</p> <p><u>Susan A. Natale</u> (Signature of School District administrator/employee)</p> <p><u>Susan A. Natale</u> (Printed Name)</p>
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