

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE AND SCOPE OF THE SERVICE?

Coaching leadership students and their cooperating administrators. 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 all 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 19 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 19 days). The contract duration is October 2021 through August 2022.

3. WHO 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. 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.

She has been a panelist/facilitator at national conferences including George W. Bush Institute’s Alliance to Reform Education: Best Practices in Clinical Leadership Design (10/2013) and Yale

School of Management, “The 21st Century Principal: What Defines Effective School Leadership” (2/2009). She is currently a leadership consultant and in 2019, 2020 and 2021 served as a consultant to the Yonkers Leadership Academy (YULA).

4a. WILL THE CONTRACTOR BE UTILIZING ANY VOLUNTEERS, OR BE HIRING/UTILIZING ANY SUBCONTRACTORS IN FURTHERANCE OF THIS AGREEMENT? IF SO, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.

(If the Contractor will be using any subcontractors, volunteers, and/or other agents other than the individuals identified in question #4 above or #7 below, they need to be disclosed here)

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?)

The contractor will maintain ongoing communication with the Assistant Superintendent for Yonkers Public Schools as well as key personnel from the P20 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.

6. HOW WILL THE QUALITY BE JUDGED?

(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. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

(There must be a single Board administrative employee identified as the person responsible. This person will also be responsible for signing off on contract payments)

For Yonkers Public Schools:

Dr. Christopher Macaluso
Assistant Superintendent for Yonkers Public Schools
914-376-8274
cmacaluso@yonkerspublicschools.org

CONTRACTOR’S NAME, ADDRESS & CONTACT INFORMATION
CONTRACTOR’S FEDERAL IDENTIFICATION NUMBER
CONTRACTOR’S STATUS (e.g., corporation, individual, unincorporated, etc. and where)

Ilene Friedman, 200 West 79th St. Apt. 8L, New York, NY 10024 Cell:917-647-0094
Individual

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, the contractor will not request/receive data but might encounter data while observing school practitioners as they analyze data.

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