

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)

Benchmark Education has partnered with Yonkers Public Schools to provide Professional Learning to the district for their educators and administrators to increase the knowledge and skills focused on literacy and improving literacy within the district with the use of Benchmark Education's Resources and best practices. Benchmark Education's Professional Learning Plan has also been designed to develop capacity within the district and support the Benchmark Achievement Team and others within the district facilitating Professional Learning Communities.

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")

\$60,000

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Benchmark Education will be providing professional learning to teaching staff and administrators within the Yonkers Public School District. During Model Lessons, Benchmark Education Professionals may be in the classroom setting, modeling a lesson with YPS teaching staff. The Professional Learning is for the teacher, but the students may be involved.

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

4. WHO WILL PROVIDE SERVICES?

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

All consultants providing Professional Learning work for Benchmark Education.

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, all consultants providing Professional Learning work for Benchmark Education.

(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)

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?)

Benchmark Education consultant will debrief with Yonkers Public Schools after each professional learning session to ensure that progress is being made to meet district learning targets.

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

Benchmark Education or district level evaluations or surveys will be completed at the end of each professional learning session.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Benchmark Education Company

Vendor Address: 145 Huguenot Street, 8th Floor New Rochelle, NY 10801

Vendor Phone No: 315.251.5573

Vendor Business Status: (corporation, non-profit individual, unincorporated) corporation

Vendor Contact Name: Marjie Sullivan

Vendor Contact Email: msullivan@benchmarkeducation.com

Tax ID No: 13-3996703

School District Administrator Name: Mr. Erik Wright,

School District Administrator Title: Assistant Superintendent of 5/6 Elementary Schools

School District Administrator Phone No.: 914-376-8066

School District Administrator Email: ewright@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, Title I. Will help provide additional supports for the staff to be able to support students.

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.

Benchmark Education does not require any student data for Professional Learning. If YPS requests Profession Learning involving data, Benchmark Education requests that YPD removes all student information from the data before the Professional Learning session and the YPD Educators bring it to the PL sessions with them.

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.**

Student data can be examined during Professional Learning sessions to examine how instruction should or can be adjusted for specific learners or once instruction has been adjusted if it has been effective.

<p>Performance Based Guidelines Reviewed and approved by:</p> <p><u>Erik Wright</u> (Signature of School District administrator/employee)</p> <p><u>ERIK WRIGHT</u> (Printed Name)</p>
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