

## 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)

#### **Instructional Services (Title I)**

Catapult Learning will develop a customized small-group instructional program to improve the academic achievement and meet the specific needs of Yonkers Public Schools and participating nonpublic schools for the 2022-2023 school year. Services will be provided for the eligible Title I students through Synchronous and Asynchronous Literacy intervention, Math Intervention, STEAM, Social Emotional Learning, Counseling, parent engagement, professional development for Staff and Teachers and any additional services as allowable by Title I, II and IV during the school day, after school or weekend via in person or technology such as Computers, Chromebooks, iPads, Phones or any combination of the above.

#### **Professional Development Services (Title I and Title II)**

Catapult Learning will provide Professional Development services to meet the specific needs of Yonkers Public Schools and participating nonpublic schools for the 2022-2023 school year as requested in consultation with the LEA, Archdiocese of New York Superintendents and Administrator Ms. Klicic of the Andalusia Islamic School.

#### **Instructional Coaching for Teachers and Administrators**

Catapult Learning will provide job-embedded, classroom-based support to help to change instructional practices and ensure that shifts in classroom practice are reflected in improved student achievement. Instructional Coaches and or Mentors will support targeted administrators and teachers' needs in pedagogy, academic content, curriculum, and use of student data that have been identified by leadership via virtual support or in-person. We will partner with the instructional leadership team to design a program that support educators in helping students meet academic achievement across the various schools.

During the coaching process, assigned coaches will observe instruction virtually or in-person, model-instructional best practices, consult with teachers on refinements and next steps, and provide non-evaluative feedback to teachers regarding the pedagogical practices conducted in their classrooms. Coaches will also consult with principals to provide feedback on the ongoing coaching process and to ensure that the instructional improvements being recommended and practiced during coaching days are sustained. Additional professional development services may be introduced as allowable by law.

#### **Professional Development Workshops**

Catapult Learning will provide Professional Development services to meet the specific needs of Yonkers Public Schools and participating nonpublic schools for the 2022-2023 school year as requested in consultation with the LEA, Archdiocese of New York Superintendents and Administrator Ms. Klicic of the Andalusia Islamic School.

Listed below are examples of possible topics to be provided:

- *Introduction to Blended learning,*
- *Project Based-Learning*
- *Interactive & Engaging Teaching Strategies*

### ***Counseling and Social Work (Title IV)***

Research shows that social and emotional learning (SEL) and building resiliency have a positive impact on students' academic performance and their life beyond the classroom. When students understand their purpose for being in school, the learning dynamic shifts, teachers experience improved classroom management, and students build a clear path to achieving better outcomes. Learning to cooperate, communicate, and resolve conflicts is an integral part of preparing a student for success in the modern workplace.

Catapult Learning will provide Counseling services that may be delivered in many ways, including small-group and individual counseling, crisis management, workshops, school staff and family consultation and collaboration, as well as through planning and referrals to outside agencies when needed. Licensed Counselors may provide support through workshops in-person and/or virtual classrooms, or individual sessions for eligible students. Examples of student topics may be as follows:

- Organizational skills
- Preparing for the transition to middle school
- Stress management and coping techniques
- Mindfulness
- Growth mindset

Parent-facing workshops may also be offered via live or recorded webinars. Examples of possible topics include:

- Anxiety: How to help your child cope with anxiety at school and home
- Helping Children Succeed: Building confidence and motivation
- Raising Emotionally Intelligent Children
- Addressing Grief and Trauma
- Positive and Practical Parenting

The inclusion of ongoing social emotional learning and mindfulness activities to support students ongoing emotional growth and stay aligned with our commitment to refining their 21<sup>st</sup> Century Skills. With this in mind, students, may have SEL activities woven through the daily synchronous sessions or scheduled separately to best meet the needs of the students.

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”)

Instructional Services for Non-Public Students in Yonkers	
<b>Program Length</b>	2022-2023 school year
<b>Program Days</b>	Sessions may be scheduled Monday through Saturday as determined by schools
<b>Grades Served</b>	K-12
<b>Number of Schools</b>	10 schools
<b>Class Length</b>	Average of 30-60 minutes per session
<b>Frequency</b>	Two sessions per week per subject
<b>Student to Teacher Ratio*</b>	8:1 = Up to eight students working with one teacher (approximate number of eligible students), with groups not to exceed eight students
<b>Type of Instructor</b>	College-degreed teacher
<b>Training</b>	Catapult Learning will train our teachers in how to implement our curriculum and program
<b>Assessment</b>	Pre- and post-testing; formative assessment trackers, DIBELS, i-ready, Renaissance Star, NWEA (MAP) or any other assessment used by schools. Ongoing performance monitoring may be used.
<b>Management</b>	Includes program setup, program management, program evaluation, quality controls, and progress reporting
<b>Program</b>	AchieveLiteracy, AchieveMath, STEAM, SEL
<b>Program Fee for Full Year of Services**</b>	\$100,988.85
<p>*Catapult Learning realizes that some schools may desire smaller group size or more individualized services for students. This can be accomplished within the structure of the program we have proposed, as long as it is with the understanding that fewer students will be served for the same dollar amount.</p> <p>**Catapult Learning's Program fees include <i>Instructional Program</i>: (program set-up, student instruction and assessment, program management, program evaluation, quality controls, student motivation program, and progress reporting). Catapult Learning will also provide use of curriculum materials (texts, consumable materials, and manipulatives as appropriate), equipment, data systems, and general supplies. This total fee also includes Professional Development, Coaching, Counseling, social work Services and any other service allowable by Title I, Title IIA, Title IV at the rates and fees identified in Schedule B.</p>	

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Instructional services will be provided to identified students in grades K-12 deemed eligible by the District for Title I services in the non-public schools. While Counseling, family engagement, and social emotional services will be provided to students and parents. Professional development will be provided to administrators and teachers as allowed by Title II. Teachers and parents of Title I Students will be provided as indicated in Appendix B attachment. Counseling and Social work services such as will be provided via small-group and individual counseling, crisis management and workshops to students, school staff and families.

4. WHO WILL PROVIDE SERVICES?

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

Catapult Learning (Catapult Learning, LLC) will provide the services through direct staff and subcontractors.

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.**

N/A at this time, but that we reserve the right to use subcontractors at a later date and we would be happy to provide their information as applicable.

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?)

**INSTRUCTIONAL SERVICES:**

- Catapult Learning will meet directly with district personnel as scheduled during the school year to discuss program and student progress. Catapult will provide formal program reporting to district personnel documenting number of services provided, school and parent communications, and Title I professional development activities.
- Some examples of ways in which our instructional and managerial staff maintain effective communication with school administrators, classroom teachers, and Title I families:
  - **Parent Consent** – signed / electronic permission to provide service to a student.
  - **Parent Conference Log** – records parent conference by phone or in person.
  - **Newsletters** – Family newsletters with information and activities for families that enhance learning and support and scaffold learning in the Title I classroom.
  - **Formal principal meetings:** a beginning of the year planning meeting, a mid-year check-in, and an end of the year review and next year planning.
  - **Initial Classroom Teacher Meeting** – discussion with Title I students' classroom teachers to share student data and to plan supportive small group services.
  - **Two-Way Communication Form** – completed per contract frequency to share Title I instructional focus with the classroom teacher, who responds with classroom skills to blend into small group instruction.
  - **Progress Reports** – formal progress reporting demonstrating student progress against the student plan, sent home and shared with parents. Parents are offered the opportunity to discuss progress reports directly with the Title I teacher.

**PROFESSIONAL DEVELOPMENT SERVICES:**

- The District will be provided with evaluations and feedback from the participants as well as an end of year report of entire project.
- Counseling and social work attendance records will be provided

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 District will be provided with evaluations and feedback from the participants.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Catapult Learning, LLC

Vendor Address: PO Box 444, Elmsford, NY 10523

Vendor Phone No.: 800-841-8730

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

Vendor Contact Name: Steve Quattrociocchi

Vendor Contact Email:

Tax ID No.: 73-1685121

School District Administrator Name: LISSETTE COLON-COLLINS

School District Administrator Title: ASSISTANT SUPERINTENDENT

School District Administrator Phone No.: 914-876-9230

School District Administrator Email: LCOLON-COLLINS@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?**

The instructional program is funded by ESEA Title I. Professional Development services under the first services are pursuant to Title I and therefore, title I requirements. The second services are Title IIA and therefore, pursuant to Title IIA requirements. Lastly, the remaining services are pursuant to Title IV and therefore, pursuant to Title IV requirements.

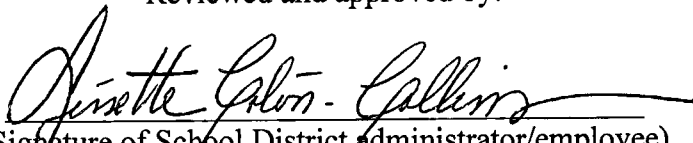
9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? **IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.**

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.**

N/A

Performance Based Guidelines  
Reviewed and approved by:

  
(Signature of School District administrator/employee)

LISSETTE COLON - COLLINS  
(Printed Name)