

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 purpose of the services to be provided by WJCS staff are to provide social emotional learning groups with an emphasis on teaching students mindfulness and distress tolerance skills. The groups will focus on helping identified students at Ella Fitzgerald Academy learn and practice mindfulness and distress tolerance skills to improve their anxiety management increase their ability to manage daily stress. The group facilitators will teach these skills through the use of variety of different methods (ex: arts and crafts, music, movement and worksheets etc.). Distress tolerance and mindfulness will help the students to learn self-care and manage overwhelming emotions in a positive manner.

The group sessions will take place over eighteen-weeks, two times per week, after school. Each group will highlight a new mindfulness and distress tolerance skill during each session. In addition, each group will start off with a mindfulness and distress tolerance activity before, introducing the new skill with a related activity to help reinforce the skill being taught that day.

WJCS will provide/support:

Social Emotional Learning Groups:

- WJCS staff will provide a series of work workshops for children focusing on developing their interpersonal skills, enhancing their understanding of race and culture, teaching organizational skills to help them improve in their academics and self-esteem building. These skills will be taught through the use of various different methods such as music, worksheets, interactive games and art projects. All activities will be adjusted according to grade and age.*

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")

- Services will be provided on-site at Ella Fitzgerald Academy, located at 77 Park Hill Avenue Yonkers, NY 10701, during the after-school hours.*
- There will be a total of 36 groups for 144 students*
- Students: The students that will participate will be identified by Dr. Wyatt and her school team.*
- Groups: Each Group will be run for one hour, with a minimum of two staff. The staff will start off each group with a mindfulness and distress tolerance activity, highlighting the skill that they will work on for the day. Each group session will have some type of arts and crafts, music, movement or worksheet activity to help reinforce the skill.*

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Services to students: *Students will be selected by the building principal and her team.*

4. WHO WILL PROVIDE SERVICES?

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

WJCS staff involved in this service include:

- *Over sight and supervision by LeRoy Ennis, LCSW, New York State licenses clinical social worker. LeRoy is extensively trained in dialectical behavioral therapy and he currently serves as the Director of WJCS-Yonkers School Based Satellite Clinics*
- *Doreen Dorcely, Licensed Master level social worker, who is the clinician at our Cross-Hill Academy Satellite clinic. Doreen has been trained in Organizational Skills Management and she also participate in our school based DBT consultation team. Doreen is also a compassionate therapist and is artistically inclined.*
- *Monica Valdovinos is Master's level Social Worker who is the lead clinician at our HOSTOS Satellite clinic. Monica has been trained in Dialectical Behavioral therapy, she is currently being in trained in Encompass and Parent Management.*

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.**

WJCS will not be utilizing any volunteers, subcontract any aspect of our services, or utilize any other agents

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?)

All students and families will be assured of confidentiality in sessions, consistent with HIPAA guidelines. A final report to the school will include number of students served and total number of individual and group sessions provided. The progress and achievements of the groups as a whole will be reported to the school administration. Individual student progress in therapy will be reported to parents and school as relevant.

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 aim of these groups is to help the students become more socially and emotionally aware. The success of the group's will be measured by pre- and post-test that will be developed by WJCS and administered to the students.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Westchester Jewish Community Services (WJCS)

Vendor Address: 845 North Broadway, White Plains, NY 10603

Vendor Phone No.: 914-761-0600, ext. 2207

Vendor Business Status: Not-for-Profit, 501c3 corporation, Westchester, NY
(corporation, non-profit individual, unincorporated)
Vendor Contact Name: Pat Lemp, LCSW, Chief Clinical Officer
Vendor Contact Email: plemp@wjcs.com
Tax ID No.: 13-1740071

School District Administrator Name: Lissette Colon-Collins
School District Administrator Title: Associate Superintendent
School District Administrator Phone No.: 914-376-8230
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?

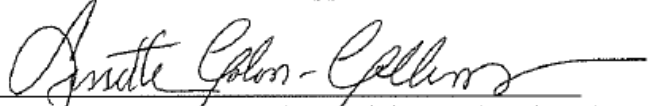
Yes, 21st Century Grant- to provide Mental Health, Parent Outreach and violence prevention: our broad range of support programs provide services to children from pre-school through late adolescence.

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.

As a licensed Article 31 NYS Office of Mental Health Clinic provider WJCS does obtain student data from parents, students, and teachers. This data is kept confidential and will never be re-disclosed without expressed release

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, the data obtained and tracked is for the purposes of assessing ongoing academic functioning and improvements tied to mental health functioning. It is not utilized for any other purposes.

Performance Based Guidelines
Reviewed and approved by:

(Signature of School District administrator/employee)
LISSETTE COLON-COLLINS
(Printed Name)