

## **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)

Made Manifest LLC will provide **Yonkers Public Schools** with professional and informative technology consulting and workshops for Language Acquisition Teachers.

- **Live Translation and Digital Tools for Inclusion of Multilingual Learners in the Classroom:**

This workshop will focus on training teachers to incorporate live translation tools, such as Microsoft Translator, Google Translate, PowerPoint Live Captions, Present Live, and Immersive Reader, to support Entering/Emerging MLL students. Participants will learn how to seamlessly integrate these technologies into their classroom environments, ensuring that multilingual learners are fully included and can actively engage with the curriculum. By utilizing these digital tools, teachers can create an inclusive and supportive learning atmosphere for all students.

- **AI for ENL Teachers: Innovative Tools and Strategies:**

This session will introduce ENL teachers to various AI tools designed to streamline administrative tasks, personalize learning experiences, and foster creativity. Teachers will learn how to leverage AI for automating routine tasks, gaining insights into student performance, and generating customized educational content. Tools such as CoPilot, School AI, Magic School, and Diffit will be highlighted, providing practical strategies to integrate AI into teaching for a more efficient and impactful classroom experience.

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")

\$1,500 per workshop x 2 Workshops

\$3,000 Total

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

Language Acquisition Teachers

4. WHO WILL PROVIDE SERVICES?

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

Dana Unger, Founder of Made Manifest, M.Ed. from Teachers College, Columbia University

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?

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

District personnel will be provided with a list of digital tools for live translation and inclusion of Multilingual Learners after each workshop with a descriptor of how to use these digital tools.

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

Evaluation Surveys will be provided to teachers after each workshop

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Made Manifest LLC

Vendor Address: 19 Fulton Street Hastings on Hudson, NY 10706

Vendor Phone No.: 917-584-8141

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

Vendor Contact Name: Dana Unger

Vendor Contact Email: [danaunger@mademanifest.com](mailto:danaunger@mademanifest.com)

Tax ID No.:20-595-9011

School District Administrator Name: Madelyn Guzman

School District Administrator Title: Executive Director

School District Administrator Phone No.: 914-376-8230

School District Administrator Email: [mguzman1@yonkerspublicschools.org](mailto:mguzman1@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 IV- Well Rounded Education- PD for World Language Teachers

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

<p>Performance Based Guidelines Reviewed and approved by:</p> <p></p> <p>_____ (Signature of School District administrator/employee)</p> <p><u>Madelyn Guzman</u> _____ (Printed Name)</p>
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