

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 (8) 2-hour Trauma-Informed Sessions aim to enhance participants' knowledge and skills, fostering staff sensitivity to trauma-related behaviors and promoting the development of Trauma-Informed Schools. Additionally, the (2) 1-hour sessions will highlight the benefits of mindfulness, breaking down misconceptions, and introducing mindfulness exercises that empower participants to self-regulate and harmonize their personal and professional lives. Lastly, the (2) 45-minute session will address the interconnectedness of trauma, mindfulness, and self-care within the context of the McKinney-Vento and Foster Conference.

- *Session 1 | Part 1 | Fall | Middle, High School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 1 | Part 2 | Fall | Middle, High School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 2 | Part 1 | Fall | Elementary School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 2 | Part 2 | Fall | Elementary School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 3 | Part 1 | Spring | Middle, High School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 3 | Part 2 | Spring | Middle, High School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 4 | Part 1 | Spring | Elementary School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 4 | Part 2 | Spring | Elementary School Staff | Trauma Informed Practices for Teaching & Supporting Students*
- *Session 5 | Fall | Mindfulness & Self-Care*
- *Session 6 | Spring | Mindfulness & Self-Care*
- *Session 7 | Spring | McKinney-Vento & Foster Conference (2) 45-minute breakout sessions (Trauma Informed & Mindfulness & Self Care*

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")

In-Person Trauma Informed Practices for Teaching & Supporting Students (8 Sessions)
In-Person Mindfulness and Self-Care (2 sessions)
Half Day In-Person Workshop for McKinney-Vento Conference (2) 45-minute sessions

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

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

The Professional Development sessions and the Conference session will be provided directly to all staff across Yonkers Public Schools, as identified by Yonkers Public Schools in collaboration with WJCS facilitator.

4. WHO WILL PROVIDE SERVICES?

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

Westchester Jewish Community Services, Inc employees will provide services under the coordination and supervision of Caitlin Leon, Director of Digital Equity & Training.

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?)

Caitlin Leon, Director of Digital Equity & Training at WJCS will work directly with Rosa Chavez, McKinney-Vento & Foster Liaison at Yonkers Public Schools to schedule and coordinate all workshops outlined in the contract

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

Yonkers Public Schools will conduct ongoing monitoring of the quality of the contractual services provided by the contractor. Such monitoring will include but is not limited to agendas, site visits, summary reports, surveys and attendance at performances. The district will share the results of the evaluations with the vendor for feedback and to place for the future.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Westchester Jewish Community Services
Vendor Address: 845 No Broadway, White Plains, NY 10603
Vendor Phone No.: 914-761-0600
Vendor Business Status: Non-profit
Vendor Contact Name: Caitlin Leon
Vendor Contact Email: cleon@wjcs.com
Tax ID No.: 1131740071A2

School District Administrator Name: Dr. Stephanie McCaskill
School District Administrator Title: Associate Superintendent
School District Administrator Phone No.: 914-376-8209
School District Administrator Email:Smccaskill@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, McKinney-Vento Grant

Provide culturally sensitive and clinically appropriate training, support, and resource services to assist schools in responding to the emotional needs of 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.**

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.**

No

<p>Performance Based Guidelines Reviewed and approved by:</p> <p><u><i>Rosa Chavez</i></u> (Signature of School District administrator/employee)</p> <p><u>Rosa Chavez</u> (Printed Name)</p>
