

# CAMBRIDGE PUBLIC SCHOOLS

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

16-194



August 2, 2016

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: Student Support Services: Volunteer Management

RECOMMENDATION: That the School Committee award a contract to the following vendor for placement and management of volunteers in both elementary, upper and secondary schools; funds to be provided from the General Fund. Procurement procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Cambridge School Volunteers 459 Broadway Cambridge, MA 02138	7/1/16 – 6/30/17	\$176,365.00

DESCRIPTION: This contract is for administering and processing the placement of volunteers in the schools.

SUPPORTING DATA: RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12...”motions calling for the appropriation or expenditure of money shall require the affirmative vote of four members.”

BUDGET REFERENCES:

ACCOUNT:	55107	Instructional Services
FUND:	15000	General Fund
ORG:	893640	Deputy Superintendent/School Partners
PROJ:		

Respectfully Submitted,

Kenneth N. Salim, Ed.D.  
Superintendent of Schools

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## SUPPLEMENTAL INFORMATION: Cambridge School Volunteers Contract

**Purpose: Student Support Services – Volunteer Management**

**Amount of Contract: \$176,365.00**

### **Description/Scope of Services:**

- Administer and process the placement of volunteers throughout the Cambridge Public Schools at the elementary, upper and secondary school levels. Volunteers are placed at the request of teachers, administrators at the Office of Student Services and the Guidance Department throughout the school year.
- Administer the placement, training, supervision of Early Literacy Programs K-3, through which students are tutored twice weekly on a one-on-one basis in the beginning reading skills.
- Coordinate the Learning Center Program for elementary and upper schools, including the Amigos.
- Coordinate partnerships, such as Reading Buddies and NetPals.
- Support the CRLS Tutoring Center