

# CAMBRIDGE PUBLIC SCHOOLS

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

17-223



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September 19, 2017

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: Consultant Services

RECOMMENDATION: That the School Committee award a contract to the following vendor for consultant services; 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>
Education Resource Strategies 480 Pleasant St, Ste 210 Watertown, MA 02472	9/15/17 – 6/30/18	\$38,485.00

DESCRIPTION: This contract is for consultant services to conduct resource allocation analysis for elementary 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:	53101	Professional & Technical Services
FUND:	15000	General Fund
ORG:	868815	Office of Curriculum & Instruction
PROG:		

Respectfully Submitted,

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

## SUPPLEMENTAL INFORMATION: Education Resource Strategies Contract

**Purpose:** Consultant Services

**Amount of Contract:** \$38,485

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

As part of the Cambridge Public Schools' (CPS) Strategic Plan, the district will conduct an Elementary Program Review (EPR) (Strategic Initiative 5.2). The Elementary Program Review, which will span the operational and instructional components of the district's junior kindergarten to grade 5 (JK-5) elementary program, will be directed by internal staff with additional support from an external partner/consultant in the area of resource allocation. The Elementary Program Review will focus on the following **research questions**:

- In alignment with the district-wide goal of 3rd grade reading proficiency and improved growth for all students, what do CPS elementary students need to be successful readers?
- Are district resources - time, people, money - being effectively deployed and leveraged to equitably support the goal of 3rd grade reading proficiency and increased growth for all students?

### **I. Scope of Services Specifications**

The consultant will conduct an analysis of resource allocation across and within the district's twelve elementary schools and provide recommendations for ensuring that the district effectively deploys and leverages these resources in order to equitably support students and the district's goal of 3<sup>rd</sup> grade reading proficiency. The following will be required:

- A. Analyze and understand the district's current practices for allocating resources to elementary schools, including formulas for staff allocations, formulas for allocating discretionary funds and school-based practices related to staff schedules and use of instructional personnel.
- B. Benchmark CPS's procedures and practices for resource allocation against best practice and real practices in peer systems, as well as look closely at drivers of equity and inequity in system-wide resource use.
- C. Make recommendations for improvements to practices and procedures including existing formulas used to allocate staff and funding, and practices around the scheduling of and deployment of various school-based instructional staff that will result in more effective use of these resources in order to equitably support students and the district's goal of 3<sup>rd</sup> grade reading proficiency.