



125

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

August 11, 2015

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: Professional Development

RECOMMENDATION: That the School Committee award a contract to the following vendor for professional development; 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.

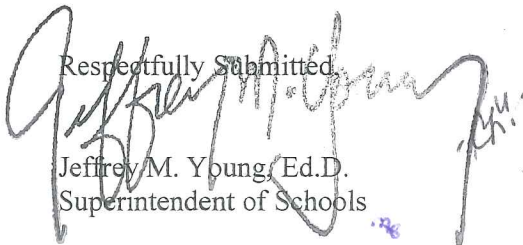
<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Marilyn Friend, Inc. 415 Pisgah Church Road Box 355 Greensboro, NC 27455	7/1/15 – 6/30/16	\$44,250.00

DESCRIPTION: This contract is for provision of professional development for understanding and implementation of inclusive practices and co-teaching for the Office of Student Services.

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:	53107	Professional Development
FUND:	15000	General Fund
ORG:	852660	Office of Student Services/Professional Development
PROJ:		

Respectfully Submitted,

 Jeffrey M. Young, Ed.D.
 Superintendent of Schools

415 Pisgah Church Road, Box 355
Greensboro, NC 27455
phone/fax: 336/286-7050
marilynfriend@marilynfriend.com



Proposal for Services

To: Victoria L. Greer, Ph.D.
Assistant Superintendent of Student Services
Office of Student Services
159 Thorndike St.
Cambridge, MA 02139

From: Marilyn Friend, President
Marilyn Friend, Inc.

Date: April 20, 2015

Goals		
<ul style="list-style-type: none"> Provide consultation, professional development, technical assistance, and other related services in order to assist the Office of Student Services in achieving its goal of clarifying throughout the Cambridge Public School District (CPSD) understanding and implementation of inclusive practices and co-teaching. Provide consultation, professional development, technical assistance, and other related services in order to assist the Office of Student Services in building the capacity of professionals in the CPSD to effectively educate students with disabilities and other special needs (approximately 20 percent of the student population), resulting in improved achievement outcomes for these students. 		
Activity/Item	Days	Cost (inclusive)
On-Site 1. Consultation, professional development, technical assistance, and planning with Office of Student Services leadership personnel for the purpose of capacity building Topics to be addressed include the following: <ul style="list-style-type: none"> Review of contemporary understandings of inclusive practices (professional development) Review of contemporary understandings of and research on co-teaching (professional development) 	3	13,050.00

<ul style="list-style-type: none"> • Review of a selection of IEPs, technical assistance for developing criteria by which to establish IEP goals that are standards based and responsive to current school reform initiatives, and consultation regarding preparing special educators to write more effective IEPs • Consultation and technical assistance regarding the preparation, delivery, and assessment of specially designed instruction (SDI) in both general and special education settings, including distinguishing it from other related concepts (e.g., differentiation, accommodation); the intent is to build leadership capacity for educating school-based professionals regarding SDI. <p>2. Consultation, professional development, technical assistance, and planning with upper school administrators and staff members to analyze and refine current inclusive practices and co-teaching in preparation for revisions to be made during the 20216-2017 school year</p> <p>Topics to be addressed include the following:</p> <ul style="list-style-type: none"> • Analysis of data gathered in Spring 2014 regarding upper school staff members' perceptions of inclusive practices and co-teaching (activity to be completed with upper school administrators) • Analysis of current co-teaching practices as measured against a metric of contemporary research on best practices and legal standards for the establishment of an appropriate continuum of service options for upper school students with disabilities, options that cross grade levels and subject areas (activity to be completed with upper school administrators and staff members) • Based on the above analyses, design of a special education service delivery plan (including feasible scheduling) that provides education in the least restrictive environment (LRE) for students with disabilities across all grade levels and subjects • Consultation and technical assistance related to building/re-shaping an inclusive culture in the upper schools • Professional development for teachers, administrators and other staff members on 	<p>4</p>	<p>17,400.00</p>
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<p>contemporary co-teaching models</p> <ul style="list-style-type: none"> Professional development and technical assistance for teachers, administrators, and other staff members on the delivery of specially designed instruction in co-taught classes and separate special education classes <p>3. Consultation, professional development, technical assistance, and planning with Haggerty School professionals related to their initiative to re-focus inclusive schooling</p> <p>Topics to be addressed include the following:</p> <ul style="list-style-type: none"> Continuation of professional development and technical assistance related to building the capacity of professionals and other staff members to understand and implement contemporary, evidence-based inclusive practices Continuation of professional development related to designing and implementing contemporary co-teaching models that are both effective in meeting student needs and efficient in terms of the use of staff and other resources Consultation and technical assistance regarding the re-shaping of the school's inclusive culture so that it aligns with current academic standards/expectations and research-based practices Consultation and technical assistance (with administrators and staff members) regarding scheduling teachers and students in order to create service delivery options that educate students with disabilities in the least restrictive environment while simultaneously streamlining the assignment of special educators to general education settings Professional development, including classroom observations and feedback, regarding the planning, delivery, and evaluation of specially designed instruction in general education and special education settings 	<p>3</p>	<p>13,050.00</p>
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April 19, 2015

<p>NOTE: Proposed dates for the above activities are as follows: 2015: Oct. 12-13, Dec. 16-17, 2016: Jan. 25-26, Apr. 5-6, June 6-7</p> <p>NOTE: Specific activities will be adjusted based on continued conversations about CPSD needs and emerging priorities.</p> <p>Off-Site</p> <p>1. Up to 4 hours of electronic meetings, consultation, planning, or related activities</p>	.5	No charge
TOTAL		43,500.00

Thank you for your business.

Travel Expenses

750.00

\$44,250.00 (MLW)