

# CAMBRIDGE PUBLIC SCHOOLS

15-217



159 THORNDIKE STREET CAMBRIDGE, MASSACHUSETTS 02141

September 8, 2015

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: Workshop provider and Educational Consultation

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>
IDEAL Consulting Services, Inc. P.O. Box 3211 Westport, MA 02790	8/20/15- 6/30/16	\$90,190.00

DESCRIPTION: This contract will provide workshops and consultations for staff at the Kennedy-Longfellow, Haggerty and Fletcher-Maynard Schools to assist in implementation of Response to Intervention.

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/Grant Fund  
 ORG: 869660 Asst Supt Elem Ed & Curriculum Staff Development  
 PROJ:

Respectfully Submitted,

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

*CS*



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**Christopher Parker, Ph.D.**  
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**REVISED PROPOSAL No. 2: Response to Intervention (RtI) Initiative (2015-2016)**

**Mail To:**  
 Jessica Huizenga  
 Assistant Superintendent for Curriculum & Instruction  
 Cambridge Public Schools  
 159 Thorndike Street  
 Cambridge, MA 02141

**Contract Period:**  
 August 30, 2015 to June 30, 2016

Item	Description	Amount
Workshops & Consultation	Wages for lead consultant to provide 28 days of on-site workshops/consultation and 5 phone/video conferences for administrators, specialists, and Grades K-5 teaching staff at Kennedy-Longfellow, Haggerty, and Fletcher-Maynard Elementary Schools to effectively implement an RtI framework, including the following: <ul style="list-style-type: none"> <li>• Workshop – <i>Differentiating Instruction when Teaching Phonemic Awareness, Phonics, Fluency, and Vocabulary</i> for Grades K-5 staff at the designated three elementary schools [8 days];</li> <li>• Consultation – Facilitate Fall, Winter, &amp; Spring GLDMs for Grades K-5 staff at Kennedy-Longfellow and Fletcher Maynard; facilitate Fall GLDMs for Grades K-5 staff at Haggerty [12 days];</li> <li>• Consultation – Facilitate Progress Monitoring Meetings (PMMs) in November and March for Grades K-5 staff at Fletcher Maynard; facilitate Progress Monitoring Meetings (PMMs) in November for Grades K-5 staff at Fletcher Maynard and Haggerty [8 days]; and,</li> <li>• Consultation – Conduct Phone/Video Conferences to facilitate discussions related to GLDMs at Kennedy-Longfellow (Spring), Fletcher-Maynard (Winter and Spring), and Haggerty (Winter and Spring) [5 conferences].</li> </ul>	\$82,300.00 <i>\$2350/day / 28 days</i> <i>+\$2500 for 5 video conferences</i>
Travel	<ul style="list-style-type: none"> <li>• Cost of mileage for lead consultant to attend workshops and consultation visits.</li> </ul>	\$2,100.00

Database and Analytics	<ul style="list-style-type: none"> <li>• Fee for use of IDEAL Student Performance System (SPS) to analyze and report literacy outcomes for 3,660 students in grades K-5 at Amigos, Baldwin, Cambridgeport, Fletcher Maynard, Graham &amp; Parks, Haggerty, Kennedy-Longfellow, King, King Open, Morse, Peabody, and Tobin Schools.</li> </ul>	\$5,490.00
Materials	<ul style="list-style-type: none"> <li>• Cost to make copies for the Differentiating Instruction Workshop Series for Grades K-5 staff at the designated three elementary schools.</li> <li>• Unless otherwise prearranged, the district is responsible for copying all handouts and consultation materials for GLDMs, PMMs, and workshops.</li> </ul>	\$300.00
<p><b>Please address all contracts to:            IDEAL Consulting Services, Inc.            P.O. Box 3211            Westport, MA 02790            Federal ID: 04-3497986</b></p>		

Subtotal Wages	\$82,300.00
Subtotal Database and Analytics	\$5,490.00
Subtotal Expenses	\$2,400.00
<b>Total</b>	<b>\$90,190.00</b>