

CAMBRIDGE PUBLIC SCHOOLS

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

15-262



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November 17, 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>
Walker Partnerships 917 Belmont Street Watertown, MA 02472	9/1/15 – 6/30/16	\$39,000.00

DESCRIPTION: This contract is to provide facilitated discussions and ongoing program consultation to strengthen the therapeutic interventions, social-skills instruction/development and the rigorous academic instruction of the structured academic program, grades K-12.

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

CS



Walker Partnerships

A division of Walker
917 Belmont Street
Watertown, Ma. 02472
781-292-2178

Walker Partnerships mission is to assist school districts, educational collaboratives, Charter Schools, approved special needs schools and community-based human service agencies in building their capacity to serve students with special needs.

Proposal: Provide a Facilitated Discussion and ongoing Program Consultation to strengthen the therapeutic interventions, social-skills instruction/development and the rigorous academic instruction of the Structured Academic Program, grades K-12 within the Cambridge Public Schools.

Date: October 23, 2015

Scope of Service:

Walker Partnerships has been requested to submit a proposal to conduct a day long Facilitated Discussion and ongoing Program Consultation to the staff of the Structured Academic Program.

Part I. Facilitated Discussion

The Facilitated Discussion process is designed to assist the district in the development of operational guidelines for programming that serves student with emotional disabilities. Walker Partnerships' staff will work with program and school based staff through a discussion process that defines mission, values, student outcomes, roles and responsibilities, clinical and behavioral intervention strategies, development of behavioral and treatment plans, entrance/exit criteria, student progress, data collection and program description. This process enables the district staff to define the attributes and characteristics of the program while having expert guidance facilitate the process. Supportive conversation leads to an outcome that all participants can agree with. The Facilitated Discussion process is a day-long activity that requires the participation of building administrators, program administrators and staff, and school-based staff who interface with the program classes.

Cost of Service:

The charge for this service is \$4,500.00. This is all inclusive for three Walker Partnerships' staff for a full day on-site, preparation time and travel time and expense. Billing will occur in one installment following the completion of this service

Conducting the Service:

James B. Earley, Ed. D., Managing Director of Walker Partnerships. Michael Carter, LICSW, Clinical Coordinator for Walker Partnerships, Mia Klinger-Powell, Ed. M., Education Coordinator for Walker Partnerships

District Support:

- o Scheduled date and time
- o Appropriate space to conduct Facilitated Discussion for 34 adults
- o Projector and screen
- o Personnel support to input data for power point presentation(typist)

Part II: Program Consultation:

Walker Partnerships will provide six (6) hours a week of Program Consultation to the three levels of programming to the Structured Academic Program at the Baldwin School (k-5), Rindge Avenue Upper School (6-8) and the Cambridge Rindge and Latin School (9-12). This consultation will focus on the operational and functionality of each classroom and the program as a whole. A major goal of the consultation will be to strengthen the daily instructional, therapeutic and behavioral practices and procedures as it relates to student progress. Emphasis will be placed on evidence based practice for instruction, therapeutic and behavioral support sand interventions.

Cost of Service:

The charge for this service is \$25,740.00. This is all inclusive for 6 hours of on-site time weekly for 26 weeks beginning December 1, 2015. Billing will occur in six equal installments of \$4,290.00 on a monthly basis beginning in January 2016.

Conducting this Service:

Mia Klinger-Powell, Ed. M., Education Coordinator for Walker Partnerships. Michael Carter, LICSW, Clinical Coordinator for Walker Partnerships. These service providers will coordinate their schedule based on program issues and needs during the service period. Assistance by each individual will be determined by the focus of the consultation on a weekly basis.

Part III. Wrap-Around Meetings and Staff Training:

Walker Partnerships will proved Four (4) hours a month of wrap-around and staff training tome to the staff of the program. The focus of the meetings and the training will be determined in consultation with the Administration of Student Services and the

identified needs of the students, staff and the program. The use of these four hours will be determined in advance, may be broken out in 90 minute, 120 minute or entire four hours blocks of time.

Cost of Service:

The charge for this service is \$4,620.00. This is all inclusive for twenty-eight (28) hours on-site. Billing will occur in six equal installments on a monthly basis of \$770.00 beginning in January 2016

Providing this Service:

Walker Partnerships will assign this activity primarily to Misa Klinger-Powell. However she will be able to draw on other Walker Partnerships staff as well as other Walker resources to assist in this activity.

District Support:

- Schedule of meetings/training dates
 - Participation of all program staff and designated administrative support
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Total proposal Charge is \$34,860.00

Stipulation:

This proposal is an estimate of the time and cost to conduct these services. Any additional time or changes to the stated Scope of Services will receive prior approval from the Assistant Superintendent of Student Services.

Walker provides intensive special education and mental health services for children, adolescents and families with complex behavioral health needs.