

**APPROVE ENTERING INTO AN AGREEMENT WITH CAROL ROLHEISER FOR CONSULTING SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into an agreement with Carol Rolheiser to provide professional development services to the Office of Professional Development at a cost not to exceed \$29,850. Consultant was selected on a non-competitive basis because of the Consultant's unique qualifications to build instructional capacity through intensive teacher and leadership development. A written agreement is currently being negotiated for Consultant's services.

No payment shall be made to the Consultant prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

**CONSULTANT:** Carol Rolheiser

Ontario Institute for Studies in Education University of Toronto  
252 Bloor Street West, Room 1220  
Toronto, Ontario, M5S1V6  
416/923-6641, ext. 3242  
Vendor # 39582

**USER:**

Office of Professional Development  
125 S. Clark Street – 5<sup>th</sup> Floor  
Chicago, IL  
Contact: Dr. Al Bertani  
773-553-3483

**TERM:** The term of this agreement shall commence on December 20, 2002 and shall end on June 30, 2003. The agreement shall have one option to renew for a period of twelve (12) months at a cost not to exceed \$29,850.

**EARLY TERMINATION RIGHT:** This agreement may be terminated by either party upon 30 days written notice.

**SCOPE OF SERVICES:** The consultant will facilitate, evaluate and monitor the follow-up support component of the comprehensive training program for teachers in the Teacher Leadership Academies (STARS program) throughout the 2002-2003 school-year.

- Consultant will work with 600 teachers and 150 principals for eleven days of follow-up training in order to build instructional capacity.
- Consultant will design, facilitate and monitor a Train the Trainers four day program for key leadership staff in the CPS Teachers Academy. Consultant will work with 30 participants six to seven hours per day over the four day period.

**DELIVERABLES:** Consultant shall provide the following for the Teacher Leadership Academies:

- All day professional development programs for a total of 150 schools/ 600 teachers and 150 principals over eleven days throughout 02/03 school year.
- Development of materials for the Teacher Leadership Academy Programs
- Visits to schools and classrooms to provide on-going support to teacher leaders in their school context.
- Technical resources to support school-based professional development.

Consultant shall provide the following for the Train the Trainers program:

- A one day design team meeting with key stake holders of the Office of Professional Development
- All day professional development program for the four day program
- Development of materials for the Train The Trainers program

**OUTCOMES:** Consultant's services shall 1) equip teachers, administrators, and teacher leaders with the necessary tools to implement the school based professional development model, 2) prepare CPS teachers/administrators to understand and apply principles of effective staff development, 3) help schools to plan collaboratively for growth, 4) support staff to develop expertise continuously, 5) allow schools to demonstrate a clear focus on instructional improvement, and 6) improve student learning.

**COMPENSATION:** Consultant shall be paid \$4,000 for services for Teacher Leadership (STARS Program) support component design, \$14,800 for services for follow-up with conferences/retreats for the Teacher Leadership Teams (STARS), and \$3,200 for design and delivery of a Train the Trainers module during the 02/03 school year. Travel Expenses will be payable upon receipt in an amount not to exceed \$7,850. The total compensation will not exceed \$29,850.

**REIMBURSABLE EXPENSES:** Consultant shall be reimbursed for travel expenses as expenses are submitted and approved by the Chief Education Officer in an amount not to exceed \$7,850. The total compensation amount reflected herein is inclusive of all reimbursable expenses.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Education Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** This contract is in full compliance with the goals required by the revised remedial Plan for Minority and Women business Enterprise Contract participation (M/WBE) Plan) because the prime is an Independent Consultant (100% WBE).

**LSC REVIEW:** Local School Council approval is not applicable to this report.

<b>FINANCIAL:</b> Charge to the Office of Professional Development:	\$29,850	Fiscal Year: '03
Budget Classification: 0300-239-631-2055-5410	\$22,000	
Budget Classification: 0300-239-631-2055-5500	\$7,850	

Source of Funds: 239 Grant Funds

**GENERAL CONDITIONS:**

Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**

  
Anita Rocha  
Acting Chief Purchasing Officer

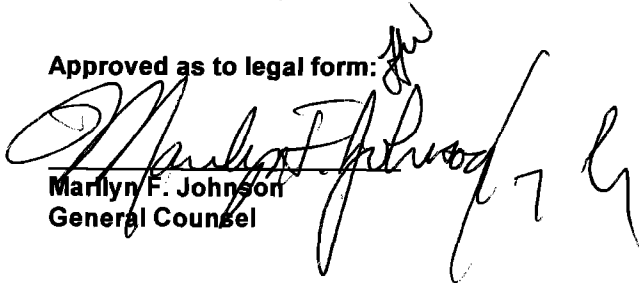
**Approved:**

  
Arne Duncan  
Chief Executive Officer

**Within Appropriation:**

  
Kenneth C. Gotsch  
Chief Fiscal Officer

**Approved as to legal form:**

  
Marilyn F. Johnson  
General Counsel