

August 27, 2003

**APPROVE ENTERING INTO AN AGREEMENT WITH NATIONAL LITERACY PROJECT  
FOR CONSULTING SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into an agreement with The National Literacy Project to provide consulting services to the Chicago Reading Initiative at a cost not to exceed \$481,650. Consultant was selected on a non-competitive basis because of the unique nature of the services being rendered. The National Literacy Project has provided Summer Literacy Team Institutes for high school literacy teams. A written agreement for Consultant's services is being negotiated. No payment shall be made to 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 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

**Specification NO.:** 03-250181

**CONSULTANT:** National Literacy Project  
772 Rhoden Cove Road  
Tallahassee, FL 32312-1041  
Contact Person Judith Irvin (850) 894-6570  
Vendor # 38078

**USER:** Chicago Reading Initiative  
125 South Clark Street, 12 flr.  
Jennifer Hester  
(773) 553-3391

**TERM:** The term of this agreement shall commence on September 2, 2003, and shall end June 30, 2004.

**SCOPE OF SERVICES:** Consultant will conduct a research and professional development pilot with 18 CPS schools to: inform the design of a comprehensive middle grades initiative for the 2004-2005 school year; organize the structure of Grades 6, 7, and 8 according to current middle grades research and philosophy; develop interdisciplinary learning communities around literacy; and generate articulation among curriculum in Grades 6 through 9. Six CPS stand-alone middle schools and six PreK/K-8 schools will participate in the project.

**DELIVERABLES:** Consultant will provide:

- Professional development in middle grade literacy instruction for 126 teachers in 18 schools. These teachers will be trained to provide professional development for interdisciplinary clusters of teachers in their schools.
- The NLP Literacy Planning Tool and professional development for using the tool and leading school-wide literacy change.
- School-wide approaches for creating literate environments for middle grade students.
- Assessment and evaluation of school needs and areas of strength in literacy planning and instruction.
- Professional development and a plan for literacy teams to use student assessments to guide instruction.
- A comprehensive set of tools for planning and implementing lessons that build the literacy skills of students.
- Mentoring and coaching for literacy and reading specialists in middle grades literacy issues.
- Professional development and mentoring for participating schools on middle school philosophy and structures that support a strong middle school climate.
- Recommendations to CPS for developing a comprehensive middle grades initiative for CPS students and teachers of grades 6 through 9.

**OUTCOMES:** Anticipated outcomes from the services provided by consultant are:

- 126 teachers in 18 schools will have increased knowledge about middle grade literacy instruction and will have provided professional development for interdisciplinary clusters of teachers in their schools.
- Participating schools will have completed a school-wide literacy plan using the NLP Literacy Planning

- Tool. Literacy team teachers will be approved trainers for future use of the tool in other schools.
- Literacy teams will utilize school-wide approaches for creating literate environments for middle grade students to improve the literacy learning environments in the participating schools.
- NLP will use data analysis from the assessment and evaluation of the Pilot to inform future middle grade work in CPS.
- Literacy teams and the teachers they train will increase knowledge of how to improved literacy instruction and increase student learning by using assessments.
- Participating schools will demonstrate improved lesson planning as literacy is incorporated into instruction.
- Literacy specialists and reading specialists will demonstrate the ability to lead effective reading programs and coach and mentor content area teachers in literacy instruction.
- Participating schools will demonstrate a consistent and shared middle school philosophy among administrators, literacy team members, and other teachers in their schools.

**COMPENSATION:** Consultant shall be paid monthly upon receipt of invoices; total not to exceed \$481,650.

**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:** The M/WBE goals for this contract include: 35% total MBE, 22% total African American, 10% Hispanic, 2% total Asian and 5% total WBE.

However, the Waiver Review Committee recommends that a *partial* Waiver of the M/WBE participation goals for this contract as required by the Revised Remedial Plan be granted because the contract scope is not further divisible.

The vendor has, however, identified and scheduled the following firms and percentages:

**Total MBE 10%**

**Total African American 10%**

Black Tie Travel, Inc. 1350 S. Michigan Ave. Chicago, IL 60605-5230	\$48,000.00  certified until 3/31/04	10%
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**LSC REVIEW:** Local School Council approval is not applicable to this report.

<b>FINANCIAL:</b> Charge to Chicago Reading Initiative: \$481,650 Budget Classification: 0320-210-517-2437-5410 Source of Funds: Chicago Community Trust Requisition Number: [#]	Fiscal Year: 2004
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**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.

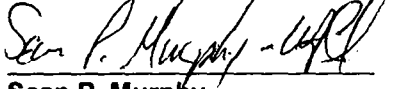
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

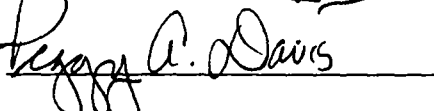
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



Sean P. Murphy  
Chief Purchasing Officer

Within Appropriation:



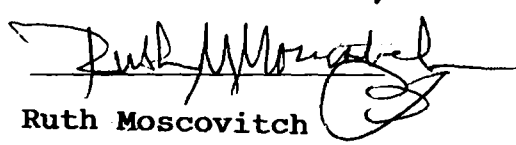
Peggy A. Davis  
Chief of Staff

Approved:



Arne Duncan  
Chief Executive Officer

Approved as to legal form:



Ruth Moscovitch  
General Counsel