

**RATIFY AN AGREEMENT WITH LESLEY UNIVERSITY
FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Ratify an agreement with Lesley University to provide consulting services to the National Teachers Academy, Professional Development School (NTA-PDS) at a cost not to exceed \$46,000.00. These services began without prior Board approval. Consultant was selected on a non-competitive basis because they are the originators of the specific type of program and training included herein. The consultant has provided services to the Board in the past for NTA-PDS and other CPS elementary schools. A written agreement for Consultant's services is currently 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. 03-250219

CONSULTANT: Lesley University
1815 Massachusetts Avenue, Suite 378
Cambridge, MA 02140-1444
Contact Person: Meredith Neville
617-349-8635
Vendor #34951

USER: National Teachers Academy, Professional Development School
Linda Ford
55 W. Cermak
773-534-9970

TERM: The term of this agreement shall commence on August 11, 2003 and end August 10, 2005.

EARLY TERMINATION RIGHT: The Board shall have the right to terminate this agreement with 30 days written notice.

SCOPE OF SERVICES: The Consultant will provide literacy coordinator training for one NTA-PDS primary and one intermediate-upper teacher. In addition, training sessions will be provided for the staff and a primary literacy coordinator trained previously by Consultant. The training program will focus on a comprehensive approach to literacy instruction for elementary grades, Kindergarten through 6th, to prepare these teachers for roles as literacy coordinators. The consultant will also provide mandatory review and consultation sessions for one additional teacher as a result of program training at Lesley University. Participants will receive specific training in collecting and analyzing data using research proven techniques. One aspect of the training will focus on establishing a systematic approach to assessing student work and progress to inform and enhance instructional planning and delivery. Documentation for Kindergarten through 6th grade students' progress will be collected maintain for on-going application opportunities. This program will also support NTA's work with pre-service teachers, and veteran CPS teachers by enhancing the participant's skills in coaching and mentoring, demonstration teaching, seminars and workshops for adult learners.

DELIVERABLES: The Consultant will provide two years of comprehensive literacy training for elementary grades (kindergarten through 6th) for one primary teacher and one intermediate-upper teacher. It will also provide additional follow up training for one, additional literacy coordinator who participated in the 2001-2003 program. The training includes one basic professional library in literacy for primary and the intermediate grades, teachers guides, starter classroom libraries, literature discussion collections, materials for word study, assessment materials and an evaluation of the impact of the program on student learning at the end of each year.

OUTCOMES: The Consultant's services will provide the following: research based literacy model that is student-centered, language-based, and process oriented; create in-school leadership through literacy coordinators, build CPS and NTA-PDS capacity for providing professional development through coaching and mentoring pre-service and veteran teachers; improve classroom instruction using literacy framework, develop a school based leadership team, use of systematic research proven assessment and data collection to analyze student progress; and continual reflection on the effectiveness of teaching practices.

COMPENSATION: Consultant shall be paid as follows: One payment will be made upon execution of the contract and one payment will be made when the services are completed, not to exceed the sum of \$46,000.00.

REIMBURSABLE EXPENSES: Consultant shall be reimbursed for travel, supplies and materials. 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 NTA-PDS Director to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION: Pursuant to section 3.7 of the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan) this contract is *exempt* from review because the vendor is a university.

LSC REVIEW: Not applicable

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| FINANCIAL: | National Teachers Academy-Professional Development School | |
| | Professional Development School: \$46,000 | Fiscal Year: 2003-04 |
| | Source of Funds: Reading First Grant | |
| | Budget Classification: 6480-239-860-7564-5410 | \$34,000 |
| | 6480-239-860-7564-5310 | \$12,000 |

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.

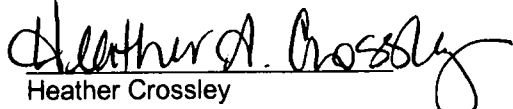
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one-year period following expiration or other termination of their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


Heather Crossley
Chief Purchasing Officer

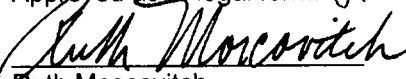
Approved:


Arne Duncan
Chief Executive Officer

Within Appropriation:


John Maiorca
Chief Financial Officer

Approved as to legal form:


Ruth Moscovitch
General Counsel