

**RATIFY EXERCISING THE OPTION TO RENEW THE AGREEMENT WITH JOANNE QUINN
FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Ratify exercising the option to renew the agreement with Joanne Quinn to provide consulting services to the Office of Professional Development/CPS Teachers Academy at a cost not to exceed \$46,340.00. These services were continued without prior Board approval. A written renewal agreement for Consultant's services is currently being negotiated. No payment shall be made to consultant during the renewal period prior to the execution of the renewal agreement. The authority granted herein shall automatically rescind in the event a written renewal document is not executed within 60 days of the date of this Board Report. Information pertinent to this renewal is stated below.

Specification No.: 03-250231

CONSULTANT: Joanne Quinn
Ontario Institute for Studies in Education, University of Toronto
252 Bloor Street, Room 12-139
Toronto, Ontario
416-923-6641
Vendor # 35017

USER: CPS Teachers Academy/Office of Professional Development
1326 West 14th Place, Room 215
Chicago, IL 60608
Contact: Amanda Rivera
773.553-6054

ORIGINAL AGREEMENT: The original agreement (authorized by Board Report 02-0724-PR 39, as amended by Board Report 02-1218-PR 26) in the amount of \$92,280.00, is for a term commencing June 1, 2002 and ending June 30, 2003, with the Board having the option to renew the agreement for an additional 12 month period. The original agreement was awarded on a non-competitive basis because of Consultant's unique qualifications.

OPTION TERM: The term of this agreement is being extended for a period commencing on July 1, 2003 and ending June 30, 2004.

SCOPE OF SERVICES: During the option term, Consultant will work with Eleanor Adam to design, facilitate, evaluate and monitor a comprehensive training program for teachers and administrators through Teacher Leadership Institutes including the following:

- A series of three two-day institutes for second year S.T.A.R.S. Schools will be held (July 7-8, July 9-10, and July 17-18). Consultant will work with approximately 30 teachers and administrators per institute.
- A three-day facilitators institute (July 11, 14-15). Consultant will work with approximately 25 facilitators from the CPS Teachers Academy.
- A one-day training session for Chicago Reading Initiative (Area Instructional Reading Specialists) on July 18. Consultant will work with approximately 140 teachers.
- Nine (9) follow-up academies with S.T.A.R.S. teacher leadership teams (October 20, 21, 22; November 17, 18, 19; and, February 23, 24, 25.) Consultant will work with approximately 50 teachers each 7-hr. day.

DELIVERABLES: During the term, Consultant will provide the following for the Office of Professional Development/CPS Teachers Academy:

- A series of three two-day institutes for second year S.T.A.R.S. Schools will be held (July 7-8, July 9-10, and July 17-18).
- A three-day facilitators institute (July 11, 14-15).
- Nine (9) follow-up institutes with S.T.A.R.S. teacher leadership teams (October 20, 21, 22; November 17, 18, 19; and, February 23, 24, 25.) Consultant will work with approximately 75 teachers each 7-hr. session.

The consultant will provide the following for the Office of Professional Development:

- A one-day training session for Chicago Reading Initiative (Area Instructional Reading Specialists) on July 14.
- A one-day training session for Area Instructional Technology Coaches.

OUTCOMES: Consultant's services will 1) prepare teachers and administrators to plan strategies for implementing the second year S.T.A.R.S. program, 2) equip teachers and administrators with the necessary tools to deepen their understanding of effective professional development principles, 3) help STARS schools determine focus and plan collaboratively for growth in the coming school year, 4) support staff in developing a more comprehensive repertoire of instructional strategies.

COMPENSATION: Consultant shall be paid an amount not to exceed \$38,000.00 as specified in a payment schedule to be included in the renewal agreement, and shall be paid \$8,340.00 in reimbursable expenses; total compensation shall not exceed \$46,340.00.

REIMBURSABLE EXPENSES: Consultant shall be reimbursed for travel expenses as expenses are submitted to CPS and approved by the Chief Education Officer in an amount not to exceed \$8,340.00. 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 renewal agreement. Authorize the President and Secretary to execute the renewal agreement. Authorize the Chief Education Officer to execute all ancillary documents required to administer or effectuate this renewal agreement.

AFFIRMATIVE ACTION: The vendor for this contract is an independent consultant (100% Non Minority)

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

FINANCIAL: Charge to CPS Teachers Academy		\$46,340.00
Fiscal Year:	2003-2004	
Source of Funds:	Title II	
Budget Classification:	0300-239-821-1572-5410	\$38,000.00
Budget Classification:	0300-239-821-1572-5500	\$ 8,340.00
Requisition Number:	N/A	

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 M. Moscovitch
General Counsel