

**RATIFY AN AGREEMENT WITH THE UNIVERSITY OF CHICAGO  
FOR CONSULTING SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Ratify an agreement with the University of Chicago (UofC) to provide consulting services to the Office of Teacher Professional Development at a cost not to exceed \$145,000. These services were obtained without prior Board approval. Consultant was selected because of UofC's past quality services as external partner to South Side CPS schools and its exemplary professional development provided to CPS Reading Specialists, Area Reading Coaches, and Area Instructional Officers since 2001. 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 document is not executed within 90 days of the date of this Board Report. Information pertinent to this document is stated below.

**CONSULTANT:** The University of Chicago  
Center for Urban School Improvement  
1313 East 60<sup>th</sup> Street  
Chicago IL 60637  
Vendor # 46979  
Contact: Linda Wing, Deputy Director  
(773) 834-2142

**USER:** Office of Teacher Professional Development  
125 South Clark Street  
Chicago, IL 60603  
Amanda Rivera  
(773) 535-6054

**TERM:** The term of this agreement shall commence on September 1, 2004 and shall end August 31, 2005. This agreement shall have four (4) options to renew for periods of 12 months each. Mutually agreed upon costs for each subsequent 12-month period will take into consideration increases in enrollments in the Chicago Urban Teacher Education Program (Chicago UTEP) and New Teachers Network (NTN).

**SCOPE OF SERVICES:** U of C, on behalf of the Center for Urban School Improvement (USI), in collaboration with the Chicago Urban Teacher Education Program and the New Teachers Network, will support the development of pre-service CPS teachers and novice CPS teachers through the following: 1) In-classroom coaching and mentoring provided by CPS teachers serving as clinical instructors and coaches; 2) coursework; 3) online support; 4) mentor training through a 2-day summer institute; 5) ongoing mentor training throughout the year; 6) regularly scheduled working meetings throughout the academic year; 7) modeling and implementing solution focused support across all challenges of beginning teachers; 8) assistance with curriculum development and providing materials; and, 9) activities to support instructional activities. Consultant will provide professional development in the following areas: 1) comprehensive literacy; 2) standards-based mathematics; 3) topics in urban teaching; and, 4) emergent issues such as understanding new CPS initiatives or mandates, handling children's concerns on current events, and coping with neighborhood violence.

**DELIVERABLES:** Consultant will provide 19 two-hour meetings held after school over the course of the academic year and provide up to five classroom coaching visits on dates agreed upon by the coach, teacher and principal. Consultant will provide, on request, meeting agendas, attendance records, coaching and mentoring logs, lesson plans and individual action plans, and evaluations. Each pre-service teacher shall serve 528 hours as an assistant in a CPS classroom during the 2004/2005 academic year. Senior CPS teachers in three schools (Harte, Sawyer and McCosh) shall receive 40 hours of training in serving as mentor teacher/clinical instructor to interns/teaching assistants.

**OUTCOMES:** Consultant's services will result in a high-quality clinical preparation program that serves as a model for urban teacher development. At least 75 percent of graduates will commit to teach in CPS. Consultant's services will demonstrate a high-quality urban teacher induction program. Teacher retention rate will meet or exceed the CPS

average for high-need schools (reported in March 2004 to be as low as 27% over five years by the Civic Committee of the Commercial Club of Chicago).

**COMPENSATION:** Consultant shall be paid as follows: \$1,300 per new CPS Area 15 teacher participating in the New Teachers Network up to 65 teachers, and a lump sum of \$60,000 for one cohort of Chicago UTEP preservice teachers serving as teaching assistants in CPS classrooms during academic year 2004-2005. Payments shall be made upon invoicing, with the invoice dates to be determined in the written agreement. Total payment to Consultant shall not exceed \$145,000.

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

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

**FINANCIAL:** Charge to Chief Education Office \$60,000 Fiscal Year: FY05  
Budget Classification: 0105-210-000-7873-5410  
Source of Funds: General Fund

Charge to: Office of Professional Development: \$85,000 Fiscal Year: FY05  
Budget Classification: 0300-242-021-7862-5410  
Source of Funds: NCLB Federal Title I

**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:**

*Barbara Eason-Watkins*

Barbara Eason-Watkins  
Chief Education Officer

**Within Appropriation:**

*John Maiorca*

John Maiorca  
Chief Financial Officer

**Approved:**

*Arne Duncan*

Arne Duncan  
Chief Executive Officer

**Approved as to legal form:**

*Ruth M. Moscovitch*

Ruth M. Moscovitch  
General Counsel