

**APPROVE ENTERING INTO AN AGREEMENT WITH METRITECH, INC. FOR THE PURCHASE OF  
TEST MATERIALS AND RELATED PROFESSIONAL DEVELOPMENT SERVICES**

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

Approve entering into an agreement with Metritech, Inc. ("Metritech") for purchase of test materials and related professional development services at a cost not to exceed \$400,000.00. Consultant was selected on a competitive basis pursuant to Board Rule 5-4.1. A written agreement for these materials and services is currently being negotiated. No purchases or services will be ordered or received and no payment shall be made to Metritech 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.

**CONSULTANT:**

Metritech, Inc.  
4106 Fieldstone Road  
Champaign, Illinois 61826  
(217) 398-4868  
Vendor Number: 21151

**USER:**

Office of Instructional Design and Assessment  
Chicago Public Schools  
125 South Clark Street, 5<sup>th</sup> floor  
Chicago, Illinois 60603  
Xavier Botana  
(773) 553-5060

**TERM:** The term of this agreement shall commence on the date the agreement is signed and shall end September 30, 2008. The Board shall have 3 options to renew this agreement for periods of 1 year each.

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

**SCOPE OF SERVICES:** Metritech will provide writing assessments, writing assessment related materials, and professional development services to CPS 7<sup>th</sup> and 8<sup>th</sup> grade students and teachers.

**DELIVERABLES:** Metritech shall provide assessment prompts, answer sheets, pre-ID labels, custom reports, and psychometric services. Metritech shall also provide at no additional cost a set of writing prompts that CPS will administer to 7<sup>th</sup> and 8<sup>th</sup> grade students throughout the year. Metritech will also provide in-depth professional development to 7<sup>th</sup> and 8<sup>th</sup> grade teachers on the scoring of these prompts.

**OUTCOMES:** Consultant's products and services shall result in the improved academic achievement of participating students in writing. The writing prompts which are aligned to the writing standards measured by the Illinois Standards Achievement Test and the professional development shall provide teachers and administrators with insights and tools to evaluation and guide writing instruction over the course of the school year. The summative assessment component shall provide benchmarks of student achievement so that administrators and teachers can target students who need intervention and additional resources.

**COMPENSATION:** Consultant shall be paid as periodic invoices are submitted and verified, with the total amount not to exceed \$400,000.00.

**REIMBURSEABLE EXPENSES:** None

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written agreement including any indemnities to be provided to Consultant. Authorize the President and

Secretary to execute the agreement. Authorize Chief Officer of Instructional Design and Assessment 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 Remedial Program for Minority and Women Owned participation in Goods and Services contracts. The goals for this contract include 30% total MBE and 7% total WBE.

The Vendor has identified and scheduled the following firms and percentages:

**Total WBE – 7%**

Gail Bohnenstiehl  
1500 Sangamon Street  
Crete, Illinois 60417  
Contact: Gail Bohnenstiehl independent consultant

Jean C. Gewin  
4106 Fieldstone Road  
Champaign, Illinois 61826  
Contact: Jean Gewin independent consultant

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

**FINANCIAL:** Charge to: Office of Instructional Design and Assessment: \$223,100  
Fiscal Year: 2007-2008  
Budget Classification: 11290-115-54125-223012-000000  
Source of Funds: Citywide Assessment

Charge to: Office of Instructional Design and Assessment: \$176,900  
Fiscal Year: 2007-2008  
Budget Classification: 11290-115-53305-223012-000000  
Source of Funds: Citywide Assessment

**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 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.

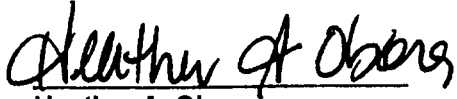
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

Indebtedness – The Board’s Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board’s Ethics Code adopted June 23, 2004 (04-0623-PO4), as amended from time to time, shall be incorporated into and made a part of the agreement.

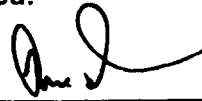
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



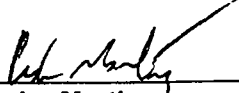
Heather A. Obora  
Chief Purchasing Officer

Approved:



Arne Duncan  
Chief Executive Officer

Within Appropriation:



Pedro Martinez  
Chief Financial Officer

Approve as to legal form:



Patrick J. Rocks  
General Counsel