

**APPROVE ENTERING INTO AN AGREEMENT WITH READING WRITING PROJECT NETWORK LLC  
FOR CONSULTING SERVICES**

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

Approve entering into an agreement with Reading Writing Project Network LLC for the Teacher's College Reading and Writing Project to provide consulting services to the Office of Literacy at a cost not to exceed \$191,350.00. Consultant was selected on a competitive basis pursuant to Board Rule 5-4.1. No services shall be provided by Consultant and no payment shall be made to Consultant prior to the execution of a 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:** Reading Writing Project Network LLC  
Columbia University Station  
18 Pelham Lane  
Ridgefield, CT 06877  
203-438-2820  
Contact: Kathy Neville  
Vendor No. 67094

**USER:** Office of Literacy  
125 S. Clark 9th Floor  
Chicago, IL 60608  
Jodi Dodd's Kenner  
(773) 553-3550

**TERM:** The term of this agreement shall commence on September 1, 2008 and shall end August 30, 2009. This agreement shall have two options to renew for periods of one year each.

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

**SCOPE OF SERVICES:**

Consultant will provide on-site professional development for writing. The Reading and Writing Project Network staff developers will work with coaching teams and teachers to refine and review effective practices that promote school-wide deployment of classroom and school strategies that ensure systemic classroom and school-wide academic achievement.

Professional services will be provided at school sites and will include the services of three primary grade staff developers and three upper elementary grade staff developers. Staff developers will address the following topics:

- The central role of curriculum development and planning in the teaching of writing
- Units of study across the year in the writing workshop
- Methods of holding students accountable for doing their best work
- Assessing and planning for work with individuals and small groups
- Using literature to help students craft their writing
- Classroom structures that support inquiry and collaboration
- Creating own mini-lessons based on assessment

**DELIVERABLES:** Consultant will perform tasks detailed in the scope of services, including: 1) professional development services for planning and teaching writing; and, 2) on-site professional services with upper and primary grade staff developers. Professional development topics provided by professional development staff will include but are not limited to: using *Units of Study* across the year in writing workshop, using literature to help students craft their writing, creating classroom structures that support inquiry and collaboration and assessing and planning writing work with individuals and small groups.

**OUTCOMES:** Consultant's services will result in increased expertise in writing instruction that will improve students' writing achievement. This project will impact approximately 85,000 students in grades K-8; more than 2500 teachers, Area Reading Coaches and Literacy Coaches; 457 principals; 17 AIOs; and area and central office staff.

**COMPENSATION:** Consultant shall be paid as set forth in the agreement; total compensation not to exceed \$191,350.00

**REIMBURSABLE EXPENSES:** None

**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 5.2 of the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services Contracts, MBE/WBE provisions do not apply to those vendors who operate as Not-for-Profit organizations.

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

**FINANCIAL:**

Fiscal Year: 2008

Source of Funds: 13705-353-54125-221009-494025

**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.

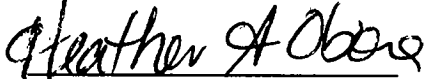
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

Indebtedness – The Board's Indebtedness Policy adopted 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.

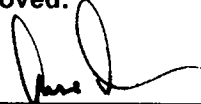
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



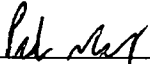
Heather A. Obora  
Chief Purchasing Officer

Approved:



Arne Duncan  
Chief Executive Officer

Within Appropriation:



Pedro Martinez  
Chief Financial Officer

Approve as to legal form:



Patrick J. Rocks  
General Counsel

