

APPROVE ENTERING INTO AN AGREEMENT WITH CHALK, LLC FOR CONSULTING SERVICES**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into an agreement with Chalk, LLC to provide consulting services to the Office of Specialized Services at a cost not to exceed \$236,000.00. Consultant was selected on a competitive basis pursuant to Board Rule 7-2. A written agreement for consultant's services is currently being negotiated. No services shall be provided by consultant and 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.

VENDOR:

- 1) Vendor # 96657
CHALK, LLC
2647 WEST WILSON AVE.
CHICAGO, IL 60625
Maria Condu
312-213-2099

USER:

Citywide Specialized Services
125 South Clark Street 8th Floor
Chicago, IL 60603

Contact : Rebecca Clark
Phone: 773-553-3457

TERM:

The term of this agreement shall commence on July 1, 2010 and shall end on June 30, 2011. This agreement shall have two (2) options to renew; each for a period of 12 months.

EARLY TERMINATION RIGHT:

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

SCOPE OF SERVICES:

Consultant will provide the following services ("Services") at the request of the Office of Specialized Services ("OSS") related to the Board's Least Restrictive Environment Monitored Programs ("LRE") and Instruction. Services will be overseen by the Board's Project Managers.

Consultant will provide expert consultation and support to OSS on the LRE Monitored Programs and Instruction. Consultant has unique and specialized skills needed to assist the District in fulfilling its Corey H. settlement obligations by (1) revising and improving the monitoring tools and guidelines for the Education Connection ("EC") program completion, benchmark-indicator compliance and District Prescribed Action Plan (DPAP) visits; (2) providing training on conducting EC program completion, benchmark-indicator compliance and DPAP visits; (3) conducting the on-site monitoring and DPAP visits, and (4) preparing the program completion, benchmark compliance, DPAP and any supplementary reports to be submitted to the Court Monitor, as well as, providing least restrictive environment ("LRE") consulting services to schools. Consultant will complete specific LRE Monitored Program and Instruction projects,

as well as other educational projects and other activities requiring specialized expertise, as requested by the Board's Project Manager. Instruction projects include: (1) create guidelines for OSS and schools to monitor quality of the electronic Individualized Education programs ("eIEP"); (2) create and pilot tools and templates that enable schools to self-monitor performance on various measures relating to providing quality instruction to students with disabilities; (3) creating in-depth modules on Classroom Best Practices, Collaborative Best Practices and eIEP Best Practices; (4) mentoring Specialized Services Administrators (SSAs) on various projects as directed by the Program Manager; (5) collecting data regarding inclusive practices in specific schools as directed by the Program Manager; and (6) training SSAs in the various co-teaching approaches and their components.

DELIVERABLES:

Consultant will develop and complete the following:

I. LRE Monitored Programs:

A. EC Program Completion, Benchmark-Indicator Compliance and District Prescribed Action Plan Visits
Tasks and Deliverables: Delivery/Service Dates: June 2011

1. Visit assigned schools;
2. Conduct interviews, review eIEP, review documents and observe classrooms;
3. Organize a binder of materials reviewed;
4. Complete Education Connection Reports; and
5. Meet with LRE staff from the CPS Law Department to review final reports for submission to Court Monitors.

B. EC Program Completion, Benchmark-Indicator Compliance, and Prescribed Action Plan Visit Training
Tasks and Deliverables: Delivery/Service Dates: June 2011

1. Revise and prepare, based on Court Monitor input and requested changes, the training program and all necessary materials for training staff identified by the Director of LRE Monitored Programs;
2. Conduct training sessions with identified staff;
3. Accompany staff on various types of visits; and
4. The training will model all aspects of visit, scoring of probes, and writing reports.

C. EC Rating Guidelines Project

Tasks and Deliverables: Delivery/Service Dates: January 2011

1. Revise guidelines to accommodate changes requested by Court Monitor;
2. Pilot guidelines during EC visits; and
3. Create final EC guidelines for submission to Court Monitor.

D. eIEP Guidelines

Tasks and Deliverables: Delivery/Service Dates: January 2011

1. Collaborate and create eIEP guidelines for OSS and schools to monitor quality of eIEP;
2. Obtain feedback from various stakeholders;
3. Pilot eIEP guidelines during EC visits;
4. Design and conduct training on completing eIEP guidelines; and
5. Evaluate and revise guidelines as necessary.

E. Tiered Tools and Templates Project

Tasks and Deliverables: Delivery/Service Dates: Quarterly through June 2011

1. Based on school performance data obtained via Snapshot, to self-monitor performance on various measures relating to providing quality instruction to students with disabilities:
 - a. Tier One: eIEPs are actually being implemented (teacher schedules and classroom settings/activities correspond to eIEPs);
 - b. Tier Two: eIEPs are well-written and provide the basis for quality instruction; and
 - c. Tier Three: Service delivery exemplifies best classroom practices (implementation of variety and appropriate co-teaching approaches; differentiated instruction and multiple modalities and accommodations/modifications, as well as, collaboration among staff).

II. Program Development

A. Inclusive Practices In-depth Module Project

Tasks and Deliverables: Delivery/Service Dates: June 2011

1. Train staff on current best practice modules, including co-teaching approaches, differentiated instruction, and using data;
2. Collaborative to create PowerPoint presentations and activities for in-depth modules; and
3. Collaborative to create tools to monitor content implementation.

B. Management Spreadsheets

Tasks and Deliverables: Delivery/Service Dates: Summer 2011

1. Train staff on creating and revising Monthly Itinerant Reports.

III. Monthly Summary of Consultant Activities

Tasks and Deliverables: Delivery/Service Dates: Due the last business day of each month.

1. Consultant shall create and submit to the Board's Project Managers a Monthly Summary Report that details the total amount of time spent on each task and deliverable and the specific description of the task and deliverable.

OUTCOMES:

Consultant's services will result in the following:

1. Quality instruction for students in the LRE;
2. A developed process for effective LRE monitoring visits and reports;
3. LRE program capacity building and consistency among CPS staff;
4. Improved system-wide consistency, quality and accuracy in eIEP development and writing;
5. Increased self-monitor ability among schools on various performance measures relating to providing quality instruction;
6. Increased inclusive best practices in classrooms and schools;
7. Established inter-rated reliability and scoring accuracy to increase accuracy, accountability, and consistency with the EC tool used to measure LRE progress in schools; and
8. Improved accountability, increased accuracy, and established best practices for monitoring the daily activities of 130 itinerant teachers and monitoring timeliness of low incidence placements.

COMPENSATION:

Consultant will invoice the Board at a rate of \$60 an hour for Linda Lara and \$70 an hour for Maria Condus for a maximum of 1815 hours per employee and for the total sum of 3630 hours for Chalk, LLC. Any periods of work of less than an hour will be computed on a pro rata basis to the nearest quarter (1/4) hour. Total compensation to consultant shall not exceed \$236,000.

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 of Specialized Services Officer to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION:

The M/WBE goals for this agreement include: 25% total MBE and 5% total WBE participation. However, the Office of Business Diversity recommends a waiver of the MBE goal be granted as the services provided under the agreement are not further divisible.

The Vendor has identified the following:

Total WBE - 100%

Maria Condus
2647 West Wilson Ave.
Chicago, Illinois 60625

Linda Lara
7525 North LeClaire Ave.
Skokie, Illinois 60077

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Charge to Office of Specialized Services: \$236,000.00 Fiscal Year: 2011

*Grant numbers subject to change.

11670-220-54125-261006-462040-2011	\$76,000.00
11670-220-54125-221010-462040-2011	\$80,000.00
11670-115-54125-221083-000000-2011	\$30,000.00
11670-221-54125-221083-462049-2011	\$50,000.00

CFDA# : Not Applicable

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.

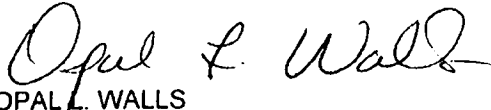
Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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



OPAL L. WALLS
Chief Purchasing Officer

Approved:



RON HUBERMAN
Chief Executive Officer

Within Appropriation:



DIANA S. FERGUSON
Chief Financial Officer

Approved as to Legal Form:



PATRICK J. ROCKS
General Counsel