

**APPROVE ENTERING INTO AN AGREEMENT WITH PRESIDENT AND FELLOWS OF
HARVARD COLLEGE FOR A TRAINING INSTITUTE ON UNIVERSAL DESIGN**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with President and Fellows of Harvard College to provide a training institute with follow-up guidance to the Office of Instruction at a total cost not to exceed \$120,000. Vendor was selected on a competitive basis pursuant to Board Rule 7-2 and approved by CPOR number 12-0404-CPOR-1516. A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Vendor and no payment shall be made to Vendor prior to 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.

Contract Administrator : De Longeaux, Mr. Sebastien / 773-553-2280
CPOR Number : 12-0404-CPOR-1516

VENDOR:

- 1) Vendor # 19633
PRESIDENT AND FELLOWS OF HARVARD
COLLEGE
44 BRATTLE ST., 5TH FLR.
CAMBRIDGE, MA 02138
Mitalene Fletcher
617 495-3572

USER INFORMATION:

Project 10815 - Chief Instruction Office
Manager: 125 South Clark Street
Chicago, IL 60603
Swartz, Miss Claudinette M
773-535-5100

TERM:

The term of this agreement shall commence on April 26, 2012 and shall end August 31, 2012. This agreement shall have no options to renew.

EARLY TERMINATION RIGHT:

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

SCOPE OF SERVICES:

Harvard will design and deliver a four day institute ("Institute") for CPS Network teams on universal design for learning. The Institute will be held in Chicago at a location to be determined from May 16-19, 2012 from 8:30am - 4:00pm. The Institute will provide Network team members (up to 200 participants) with information that will allow them the capacity to guide teachers in their Network in designing instruction aligned to the Common Core standards that will also take into account the needs of diverse learners. In addition, Harvard will consult with the CPS Office of Curriculum and Instruction and the CPS Office of Professional Learning on the design of the sessions, to ensure they are aligned to previous development on the Common Core. All final content will be approved by the Chief Instructional Officer. After the Institute, the Harvard team will

make itself available for consultation on Network plans, via whole group webinars and individual phone conversations to apply the content learned to their own teacher training.

DELIVERABLES:

Harvard will produce the agendas, presentations and materials for the Institute on the timeline set forth in the agreement. Harvard will make copies of all materials available to the Chief Instruction Office by the established deadline and materials will be transported with the Harvard team to the Institute site. Harvard will also supply all CPS participants with a textbook on universal design and other learning materials, including but not limited to daily presentations, agendas, handouts and articles. In addition Harvard will dedicate a program manager to oversee all aspects of program design and delivery. Harvard will also deliver the content of the four day Institute to be held in May and will provide follow-up webinars for Institute participants to answer any questions and ensure participants are prepared to transfer the learning to their own schools.

OUTCOMES:

The goals of the work with Harvard on this Institute and the follow-up support are as follows:

1. Provide Network team members with in depth knowledge of the principles of universal design and their relevance to teacher short and long term planning and instruction.
2. Connect the work Networks have been engaging in with moving towards implementing the Common Core standards to the needs of teachers in planning for diverse learners.
3. Help Networks design their own Institutes for transferring the learning to teacher team leaders in June.
4. Support Networks with follow-up whole-group webinar consultation with faculty.
5. Support Networks with follow-up individualized phone consultation with doctorate students and/or faculty.

COMPENSATION:

Vendor shall be paid as specified in the agreement; total not to exceed the sum of \$120,000.

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 Instruction 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, M/WBE provisions of the Program do not apply to transactions where the vendor providing services operates as a Not-for-Profit organization.

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

10815-115-54125-223013-000000-2012

\$120,000.00

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 May 25, 2011 (11-0525-PO2), 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:



SÉBASTIEN de LONGEAUX
Chief Procurement Officer

Approved:



JEAN-CLAUDE BRIZARD
Chief Executive Officer

Within Appropriation:



DAVID G. WATKINS
Chief Financial Officer

Approved as to Legal Form:



PATRICK J. ROCKS
General Counsel