



Board of Education

Office of the Board
1 North Dearborn Street
Suite 950
Chicago, IL 60602

Board Report

25-0529-PR5

Agenda Date: 5/29/2025

AUTHORIZE A NEW AGREEMENT WITH NATIONAL LOUIS UNIVERSITY FOR CLASS OBSERVATIONS FOR PRE-K CLASSROOM SERVICES

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize a new agreement with National Louis University to provide CLASS Observations for Pre-K Classroom services at an estimated annual cost set forth in the Financial Section of this report. Vendor was selected on a non-competitive basis pursuant to Board Rule 7-6. This item was presented to the Single/Sole Source Committee on January 22, 2025, and approved by the committee. Prior to final approval by the Chief Procurement Officer, as a Single Source, the item was published on the Procurement website on January 22, 2025 found here: cps.edu/procurement. The item will remain on the Procurement website until the May 29, 2025 Board Meeting. This process complies with the independent consultant's recommendations for single source procurements and the Board's "Single/Sole Source Committee Charter". 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 the execution of their 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.

Specification Number: Sss-69

Contract Administrator: Museitef, Suzanne S / 773-553-2280

VENDOR:

- 1) Vendor # 48030
National Louis University
1000 Capitol Drive
Wheeling, IL 60090

Kathleen Wildman
312 261-3227

Ownership: Not-for-Profit

USER INFORMATION:

Project
Manager: 11360 - Early Childhood Development
42 West Madison Street
Chicago, IL 60602

Mckinily, Leslie
773-553-2010

TERM:

The term of this agreement shall commence on July 1, 2025 and shall end on June 30, 2026. This agreement shall have two (2) options to renew for periods of one (1) year each.

EARLY TERMINATION RIGHT:

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

SCOPE OF SERVICES:

Vendor will conduct classroom observations utilizing the CLASS Observation Tool. National Louis University will project manage the assessment process and cycle; be responsible for professional development of assessors; and provide foundational and interrater reliability training on the dimensions and domains of the CLASS tool to the assessment team. National Louis University will provide monthly and as-requested data reports to CPS. National Louis will share observation data and scores with Chicago Public Schools upon completion of each observation.

DELIVERABLES:

Vendor will provide observational data on classroom quality that will be collected from each assigned classroom. Qualitative and quantitative data will be submitted to CPS to facilitate quality support. The Director of Quality Assessment and the Quality Assessment Manager will communicate with stakeholders to determine the number and type of assessments to be completed. National Louis University will connect via email to schedule an assessment window and exchange needed pre-assessment information. Post-Assessment information will be submitted to CPS via a designated online platform.

OUTCOMES:

Vendor's services will result in completion of annual Pre-K CLASS Observations. The data will be used to support teacher's instructional practice within the classroom and oversight of program quality, therefore improving the student outcomes. Vendor's services ensure Chicago Public Schools remain in compliance with state requirements for quality ratings for preschool programs.

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 the Office of Early Childhood to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION:

Pursuant to the Remedial Policy for Minority-Owned Business Enterprise (MBE) and Women-Owned Business Enterprise (WBE) participation in Goods and Services contracts, the MBE and WBE Policy. The contract is an excluded transaction pursuant to the Goods and Services Policy for the aspirational goals of 30% MBE and 7% WBE, as the organization is a Not-for-Profit organization.

LSC REVIEW:

Local School Council approval is not applicable to this report.

FINANCIAL:

Fund 362, Unit 11385 - Early Childhood Development - City Wide,

FY26 - \$1,696,606.16

Not to exceed \$1,696,606.16 for the one (1) year term. Future year funding is contingent upon budget appropriation and approval.

GENERAL CONDITIONS:

The agreement shall contain general conditions including but not limited to the following: Inspector General provision, in accordance with 105 ILCS 5/34-13.1; Conflicts provision, in accordance with 105 ILCS 5/34-21.3; Indebtedness provision, in accordance with the Board's Indebtedness Policy adopted June 26, 1996 pursuant to Board Report 96-0626-PO3; Ethics provision, in accordance with the Board's Ethics Code as amended; and, Contingent Liability provision.

Approved for Consideration:



PATRICIA HERNANDEZ
Chief Procurement Officer

Approved:



PEDRO MARTINEZ
Chief Executive Officer

Approved as to Legal Form: 

RUCHI VERMA
General Counsel