

**SCHOOL BOARD
FINANCE SUMMARY FORM**

The purpose of the document is to present the Providence School Board and Finance Committee with the necessary information to make data-informed decisions about the district's spending as it pertains to contracts.

Instructions:

1. Please complete this form as fully and accurately as possible according to the guidance provided in each section.
 - a. The form must be completed if:
 - i. the total of the purchase or contract exceeds \$200,000
 - ii. the contract is for a term of more than one year
 - iii. the purchase or contract was NOT the result of formal competitive bidding or cooperative purchasing (i.e. it is a sole source purchase)
2. Once this form has been completed, send a copy to the Director of Purchasing and the Board Services Team. They will notify you of the next Finance Committee meeting and host a contract presentation review prior. Finance Committee typically meets the second Wednesday of the month. Only purchases/contracts that have already been reviewed and approved by the Superintendent will be scheduled before the Finance Committee.

Vendor Name: Project Lead the Way

Amount: \$205,000

Source of Funds and Fiscal Year: District-Based School-Based

Check box for fiscal year: FY24 FY25 FY26

Purchase or Contract: Purchase Contract

Length of Contract (list start date and end date): July 1, 2025- June 30, 2026

PPSD Contact Name: Brett Dickens

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

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It is recommended that the Providence School Board approve a contract/purchase with Project Lead the Way (PLTW) (*vendor name*) for site licenses, PD and supplies (*type of services*) amounting in \$205,000 (*total amount in dollars*) for PCTA, Mount Pleasant, JSEC, Del Sesto, Greene, W Broadway, E-Cubed (*school name(s)*). If approved, the contract will begin July 1, 2025 (*date*) and end June 30, 2026 (*date*), approximately.

Justification of Spending:

Provide 5-7 points that support the recommendation as to why funds should be spent this way.

Use the prompts to help guide your response.

- a. How is this connected to the Turnaround Action Plan/ aligned to the district's vision?*
- b. Why does the district need this purchase?*
- c. Why is the dollar amount requested the necessary amount? What is the funding source?*
- d. What are the implications of not spending this money?*

All CTE programs and middle school pipelines are aligned to the TAP metric aligned to postsecondary success- 69% of students will graduate with college credit, AP credit or a CTE credential. 22 educators have been trained in PLTW high school and middle school (Gateway) courses to date with many educators slated for spring and summer training. PLTW courses are rigorous, interactive and career focused. Qualifying scores on assessments in certain courses are eligible for college credit. The total cost accounts for site licenses, professional development, curriculum and assessment access, equipment and supplies. Students would not qualify as RIDE completers without the opportunity to participate in PLTW coursework at the high school level. Students would lose out on the opportunity to participate in pipelines to CTE programs in middle school without the opportunity to participate in PLTW Gateway courses at the middle school level.

Justification of Vendor Selection

Provide 3-5 bullet points that support the recommendation as to how this vendor was selected. You may attach any documents with additional data on their performance (please note below that this information is attached).

Use the below prompts to help guide your response.

- a. Provide a 3-5 sentence summary of the vendor (can cut and paste contract Executive Summary) about who they are and what they do.*
- b. What was the procurement process for selecting the vendor?*
 - i. Which PPSD staff members were involved in that procurement process?*
- c. If this is a returning vendor:*
 - i. Share a summary of our experience with this vendor.*

PLTW is a nationally recognized educational platform providing curriculum, supplies and training for CS & STEM programs across the country. PLTW has proven to be an essential and reliable vendor for PPSD as our CTE participation and number of programs grows at the high school and middle school level.

PPSD is committed to ensuring that all students have access to high quality CTE programs and pathways to earn industry credentials, post-secondary credit, work based learning experiences and advanced standing in high wage/high growth industries. The programs and assessments available in PLTW's platform are essential for our continued growth and allow our students to receive the highest quality experience in middle school pathways and high school CTE programs.

Accountability Measures

*In 3-5 bullet points, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature. Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable. **Note: if this contract is a purchase agreement, you can skip this section.***

Use the below questions to guide your response.

- a. Which PPSD staff member will serve as the lead for tracking accountability and performance metrics?*
- b. What accountability measures have you agreed upon in your contract (can copy and paste from draft contract)?*
- c. How is this purchase tied to overall student achievement (refer to TAP specific goals if possible)?*

- a. CTE Instructors and CTE team members track progression and metrics throughout the year on individual Outcomes Tracker for every CTE program that uses PLTW. The CTE Director and one of the CTE Coordinators review the data and track participation and performance levels.
- b. The accountability measures outlined in the contract are tied to technical assistance. PLTW provides technical assistance with a 24- hour response to individual teachers and school site coordinators.
- c. TAP Metric 11 states that 69% of students will graduate with college credit, AP credit or a CTE credential. In the high schools that use PLTW, the CTE credential is a qualifying score on the end of course assessment. At some institutions, a qualifying score earns a student college credit. At the middle school level, the PLTW Gateway courses are designed to prepare for rigorous CTE pathways.

Spending Breakdown

In the table below, list the deliverables of the purchase or contract and their associated cost to justify the total cost of the purchase. If easier, please attach an excel file or other document.

Proposed Budget	Dollar Amount
Annual participation fee for 4 high schools and 3 middle schools	\$20,000
Professional Development for teacher training	\$35,000
Equipment and supplies for high school PLTW courses	\$75,000
Equipment and supplies for middle schools PLTW Gateway courses	\$75,000
Total	\$205,000