

**SCHOOL BOARD
CONTRACT SUMMARY FORM
2020-2021**

Contract Name: Hire Ventures LLC dba Teacherjobfairs.org

Action Sought by School Board: Approval of a Contract

Amount: \$11,150.00

Source of Funds: 0010 – School General Fund; 02300 – Human Resources (Contingent Upon Funding) / District-Based

Length of Contract 1/13/2022 – 2/4/2022

PPSD Contact: Gina D’Addario

Contract Type: New

Staff Recommendation & Analysis

Provide 1-2 sentences for staff recommendation.

Provide 3-5 bullet points for staff analysis that supports the recommendation.

Staff Recommendation:

It is recommended that the board approve the attached invoice between Hire Ventures LLC and the Providence Public Schools in the amount of \$11,150 in order to participate in virtual job fairs throughout the winter and spring. Attending virtual job fairs is one of the recruitment strategies we employ to engage with prospective candidates and encourage them to apply for anticipated SY22-23 vacancies.

Staff Analysis:

The PPSD has chosen to partner with teacherjobfairs.org due to their ability to connect schools with Teachers worldwide. The digital, face-to-face platform is easy to use and allows us to interface with candidates who may not have been able to attend an in-person fair and/or learn about our opportunities. In addition, it is a much safer way to connect during the ongoing global pandemic. We have also found the resume database for prospective teachers to be particularly useful.

We attended two virtual teacher recruitment fairs in December for a total cost of \$1,750. These virtual fairs were well attended and we connected with roughly 70 individuals from New Jersey and Maryland that we were able to share our early contract hiring opportunities with. As such, we are here requesting funds in the amount of \$11,150 to attend ten more virtual fairs between January 13, 2022 – February 4, 2022.

Alternatives

Provide a numbered list for what the alternatives are to this recommendation.

It proved difficult to find organizations similar to teacherjobfairs.org that host virtual, education-oriented job fairs across the country and in particular, fairs that attract bilingual educators and educators of color. We were, however, able to register for some additional fairs that are one-off and did not require board approval (e.g. in person, virtual, etc..).

In one numbered list, describe the deliverables of the contract and the projected impact upon or relationship to student achievement.

Provide a numbered list of every deliverable identified in the contract and summarize the contract's overall relationship to student achievement.

Virtual Job Fair – Silver Exhibitor Package (each fair that totals to \$875.00 on invoice):

1. Attendance at 1 Virtual Online Job Fair
 - a. Virtual platform: Pre-screen or interview job seekers using their proprietary video platform
 - b. Chat Test: Pre-screen, schedule interviews, and interview job seekers using their proprietary chat-text platform
2. 3 Recruiter Passes
 - a. Receive 3 user license-access for two IP addresses
 - b. Allows for three recruiters to attend event
3. Resume Views
 - a. 50 resume views per recruiter plus resumes of job seekers that visit our booth
4. Pre-event Job Posting Access (3 job posting credits)
 - a. Ability to post our job before or after the event and have thousands of registered job seekers apply
 - b. 3 job postings that do not expire until used (can be used before/after event)
5. Booth Engagement Report
 - a. View report on job seeker engagement for our booth

Virtual Job Fair – Platinum Exhibitor Package (each fair that totals to \$1,275.00 on invoice):

1. Attendance at 1 Virtual Online Job Fair
 - a. Virtual platform: Pre-screen or interview job seekers using their proprietary video platform
 - b. Chat Test: Pre-screen, schedule interviews, and interview job seekers using their proprietary chat-text platform
2. 5 Recruiter Passes
 - a. Receive 5 user license-access for two IP addresses
 - b. Allows for five recruiters to attend event
3. Resume Views
 - a. All resumes of registered job seekers attending event. Ability to pre-screen job seekers before, after, and during the event.
4. Pre-event Job Posting Access (5 job posting credits)
 - a. Ability to post our job before or after the event and have thousands of registered job seekers apply
 - b. 5 job postings that do not expire until used (can be used before/after event)
5. Booth Engagement Report
View report on job seeker engagement for our booth
6. Social Media Advertising/Branding
 - a. Recruitment video posted to their YouTube Channel (avg. 30,000 views)
 - b. Post our school logo and/or ad on Instagram channel

Teachers have a significant, lifelong impact on all of their students. Conducting targeted outreach using a variety of methods to bring great talent into our classrooms is one of the best ways we can work to advance student achievement.

In no more than three paragraphs, 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.

The invoice is explicit in that we are paying for each fair and then will be able to attend the fair. If any individual fair is cancelled for any reason – the likelihood being slim because it's virtual - we will be able to get our money refunded.

For each fair that we are attending, we are keeping a file of all the resumes, as well as a list of the individuals that came to our booth. Following the hiring season, we will cross check our list of candidates from the career fairs against our new hires and see how many people were converted over to hires. In time, it's possible we can do a deeper analysis into the quality of candidates from this source and if they are committed to the district long-term/high performers.

In a short numbered list, describe spending breakdown by type of service.

If the contract includes multiple components, detail the total proposed contract amount by type of service, i.e. licensing fees, purchased services, professional development, technical assistance, supplies and materials, etc.

Please see attached budget breakdown of charges.