

**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: Imagine Learning LLC

Amount: \$523,950.00

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

Check box for fiscal year: FY22 FY23 FY24

Purchase or Contract: Purchase Contract

Length of Contract (list start date and end date): July 1, 2022- June 30, 2023

PPSD Contact Name: Nelia Fontes, Jennifer Efflandt, Ruth Corley, Matt Joseph

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with Imagine Learning LLC (vendor name) for Language, Literacy, Math Licenses/PD (type of services) amounting in \$523,950.00 (total amount in dollars) for all elementary and middle schools, Central High school. (school name(s)). If approved, the contract will begin July 1, 2022 (date) and end June 30, 2023 (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?*
- d. *What are the implications of not spending this money?*

Imagine Learning will provide district MLL and Non MLL students with supplemental resources that allow for students to develop skills in the following areas: English language and literacy, Spanish literacy, and Math skills. These resources will support MLL students with meeting their linguistic and academic goals as well as supports educators with the tools, data and research based strategies to successfully meet the linguistic and academic needs of students in ESL, Bilingual/Dual Language programs.

Imagine Learning will also provide Illustrative Mathematics Accelerated 6-8 print and digital materials as well as professional development for the middle school advanced math courses in sixth and seventh grade in order to best prepare these students for high school Algebra 1 in eighth grade without skipping over important math content. This is connected to the eighth grade math proficiency goals in the Turnaround Action Plan.

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.*

The district received 5 bids for the English Language Development & Bilingual (English & Spanish) Curricular Resources RFP. All proposals were reviewed by a Technical Review Committee composed of staff from the Providence Public Schools District (PPSD). The proposals that received a minimum of 75 out of a maximum of 100 technical points were considered. After reviewing the bids, Imagine Learning scored 96/100 points. Imagine Language & Literacy, Imagine Español, and Imagine Lectura are capable of providing a portfolio of digital literacy programs designed to help students read, write, speak, and understand the in English and Spanish. Imagine Math supports MLLs with the development of grade level math skills with embedded native language supports.

Imagine Learning was chosen as the vendor for the Illustrative Mathematics Accelerated 6-8 curriculum because they have fully developed digital resources for the product. Ruth Corley, Supervisor of Mathematics, worked collaboratively with math coaches and the teaching and learning team to vet the product. Imagine Learning was also chosen because of their proven track record in the district providing supports for our multilingual learners.

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)?*

Nelia Fontes, Supervisor of Dual Language Programs and Services and Jennifer Efflandt, Executive Director of Multilingual Learners will work closely with the MLL team to lead accountability and performance metrics which include the following: The solution will work seamlessly with the district's current technology; the vendor will provide a team to coordinate and facilitate the implementation of the solution at the district level; provide a designated person or team to deliver professional development to district team members and staff; provide timely and efficient technical support; provide opportunities for feedback on professional development through exit slips and/or surveys; provide quarterly reports on all activities and data summary identifying successes and challenges for each school and district; and evaluate partnership satisfaction using surveys.

Ruth Corley, Supervisor of Mathematics, will work collaboratively with the data and assessment team to track student use and performance metrics through curriculum-embedded assessments, as well as through district and state assessments. Imagine Learning provides an assessment platform and reports on student progress on curriculum-embedded assessments. This aligns with our TAP goal for eighth grade math RICAS performance.

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
6181 Imagine Language & Literacy Licenses For K-8	\$315,264.00
950 Imagine Espanol Licenses for K-2	\$48,450.00
742 Imagine Lectura Licenses for 3-5	\$33,390.00
1,856 Imagine Math Licenses for K-12	\$71,240.00
2 Imagine Professional Development District Packages	\$11,000.00
(317) IL Illustrative Mathematics: Grade 6 Accelerated Single User	\$6,023.00
(317) IL Illustrative Math Gr 6 ACC- Student Print - B&W	\$12,680.00
(13) IL Illustrative Math Gr 6 ACC - Teacher Print - CCSS	\$975.00
(317) IL Illustrative Mathematics: Grade 7 Accelerated Single User	\$6,023.00
(317) IL Illustrative Math Gr 7 ACC -Student Print - B&W	\$12,680.00
(13) IL Illustrative Math Gr 7 ACC - Teacher Print - CCSS	\$975.00
(3) IL IM Professional Development Webinar Trainings	\$5,250.00
Total	523,950.00