

**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: Great Minds

Amount: \$ 510,087.00

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 to June 30, 2023

PPSD Contact Name: Ruth Corley, Supervisor of Mathematics

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with Great Minds (vendor name) for materials, licenses and PD (type of services) amounting in \$ 510,087 (total amount in dollars) for all elementary schools (school name(s)). If approved, the contract will begin 7/1/22 (date) and end 6/30/23 (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?*

This purchase is connected to the Excellence in Learning goals around high quality curriculum and elementary math achievement.

The district needs this purchase to support math instruction in grades K-5. The total cost is the price of Eureka Math curricular materials, site licenses, and professional development for 21 elementary schools and grade 5 at West Broadway Middle School.

See page 4 of this document for a description of materials and services to be provided.

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.**

School Year 2022-2023 is year three of the district-wide implementation of Great Minds Eureka as the standard curriculum for elementary schools.

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)?*

Dr. Matthew Joseph, Executive Director of Teaching and Learning, and Ruth Corley, Supervisor of Math, will serve as the leads for tracking accountability and performance metrics.

The Company must adhere to the following expectations for customer service by providing:

- Technical assistance to District and its schools when needed;
- Troubleshooting and resolution of issues with the Product and its functionality, preferably within a 24 hour period;
- Informal training for District and school staff in support of the use of the Product; and
- End of year usage reports that include both educator and student datapoints.

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
Eureka Math Affirm Digital Assessment Tool (8,775 x \$7)	\$61,425
Eureka Math InSync (9,471 x \$5)	\$47,355
Eureka Math Learn, Practice, Success Student Books (9,825 x \$30)	\$294,750
Eureka Math Digital Suite 12-Month Subscription (488 x\$99)	\$48,312
Eureka Math Equip (3,827 x \$7)	\$26,789
Eureka Math Teacher Edition (60 x \$73.85)	\$4,431
Eureka Math Professional Development (16 sessions)	\$27,025
Total	\$510,087

The materials and services to be provided include:

- **Eureka Math Affirm:** is a digital assessment tool that helps teachers meet the needs of their students, with instant scoring and reporting to help track student progress over time. The tool also provides students with extra practice and preparation for standardized assessments. Affirm has more than 450 assessments for Grade 1 through precalculus. Topic quizzes, mid-module, and end-of-module assessments are fully aligned with Eureka Math assessments. Assessments are different from those in the print edition of the curriculum. Items cover Depth of Knowledge levels 1-3. 80 percent of items are auto scored. Teachers can customize existing assessments and build new ones by using the Eureka Math Item Bank.
- **Eureka Math Equip** (select schools): an adaptive digital diagnostic tool designed to identify learning gaps and address them through direct instructional videos and fluency practice. Eureka Math Equip pre module assessments provide educators with a snapshot of the essential foundational knowledge a student has that will be needed in upcoming lessons. Eureka Math Equip determines each student’s last point of success with a concept and provides content tailored to that student’s particular needs. Teachers can use Eureka Math Equip with individual students, cohorts, and full classes to help prepare them for the upcoming school year.
- **Eureka Math In Sync:** includes short, digestible videos for each lesson. Downloadable, fillable PDFs allow students to show their work and communicate with teachers via annotations and comments.
- **Eureka Math Digital Suite:** The Eureka Math Digital Suite consists of the Teach Eureka Video Series. The Eureka Teacher Resource Pack is a selection of free instructional materials and tools, including:
 - Pacing and Preparation Guides – to help establish a process for outlining instructional sequences and customizing lessons to fit time constraints and student needs.
 - Curriculum Maps – a one-page map for each grade band (PK-5) that lays out all of the modules, color-coded by domain.
 - Curriculum Overviews – detailed rationale for the module sequence of each grade as well as the full text of each standard covered in a given module.
 - Standards Checklists – the standards each module teaches and assesses
 - Materials Lists – grade level lists of the materials and tools needed to implement the curriculum for the year.
- **Professional Development:** The product which will be supported by professional development throughout the year as determined by PPSD Teaching and Learning and Network teams. Company will collaborate with PPSD regarding the logistics and content of the PD, as needed.