

**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: Discovery Science

Amount: \$258,100.00

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): 7/1/22 - 6/30/23

PPSD Contact Name: Emily Lysaght, Science Supervisor + Dr. Matthew Joseph, Director of Teaching and Learning

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with Discovery Science (vendor name) for 9-12 Science Curriculum Materials (type of services) amounting in \$258,100 (total amount in dollars) for all high 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?*

Rhode Island adopted the Next Generation Science Standards in 2013 setting rigorous expectations for all K-12 students in three major domains: disciplinary core ideas, science and engineering practices and cross-cutting concepts. The state assesses students' proficiency in these domains on the Next Generation Science Assessment given to 5th, 8th and 11th graders annually. In 2021, 13% of 5th grade students, 11% of 8th grade students, and 12% of 11th grade students were proficient on NGSA. The Turnaround Plan set a goal for 70% of all students to hit proficiency in Year 3. In order reach this goal, Providence teachers and students need access to high-quality curriculum that explicitly teaches and assesses the three domains to which students are held accountable. EdReports has not yet rated any high school curriculums for science, however, they rated the Discovery curriculum for 6-8 and awarded it a "Partially Meets". In order to move our science proficiency rates, creating a common, rigorous experience for all students is the priority and Discovery would serve as the basis for our courses.

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 materials are engaging and relevant to our students and their interests, and we would work with a cohort of teachers to ensure that we make necessary adjustments to address any of the outlined weaknesses from the EdReports - this would include mapping out priority standards with common pacing guide, agreeing on common labs and assessments for all core science classes, and creating model lesson plans for each unit.

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)?*

Disocery will work directly with Emily Lysaght (K-12 Science Supervisor) and Dr. Matthew Joseph (Executive Director of Teaching and Learning) to ensure that schools receive the necessary digital materials that students and teachers need to implement the program to fidelity.

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
9-12 Curriculum	258,100.00
Total	