

**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: Latinos for Education

Amount: \$40,000

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): 07/01/2022- 06/30/2023

PPSD Contact Name: Cynthia Ramirez

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with Latinos for Education (vendor name) for teacher retention and professional development (type of services) amounting in \$40,000 (total amount in dollars) for Providence Public School District (school name(s)). If approved, the contract will begin 07/01/2022 (date) and end 06/30/2023 (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?*

Latinos For Education develops, places, and connects essential Latino leadership in the education sector, while mobilizing Latino voices to promote practices and policies that remove barriers to equitable educational opportunity. Their PD is centered on building an ecosystem of Latino leaders within education who will have a voice, leadership roles, and a community of peers who are invested in ensuring educational equity is achieved for Latino students and families.

Latinos for Education - The Aspiring Latino Leaders Fellowship

Total cost for one cohort: \$12,000 - \$25,000

-Each cohort serves 5-10 participants from PPSD (minimum of 5 participants for the program)

-This is a 9-month program

-PPSD will pay \$2,500 per participant, Latinos for Education will fundraise and cover \$4,200 per participant, and Fellows will pay a \$300 tuition fee

Latinos for Education - Latinx Teachers' Fellowship

Total cost for one cohort: \$7,500 to \$15,000

-Each cohort serves 5-10 participants from PPSD (minimum of 5 participants for the program)

-Summer commitment

-PPSD will pay \$1,500 per participant, Latinos for Education will fundraise and cover \$2,450 per participant, and Fellows will pay a \$50 tuition fee

Since 2019 PPSD has hired 557 teachers, of which 74 identify as Hispanic. Of that number, we have retained 57. These fellowships will provide PD, growth, and help retain them.

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.*

A. 1)The Latinx Teachers' Fellowship will provide a national cohort of 50-75 Latinx K-12 teachers with a learning network of peers and the tools to collaboratively prepare to maintain and improve the skills needed to serve large ELL populations during the re-entry process over a summer experience. The goal is to equip Latinx teachers to navigate the increased demands of a post-pandemic education system and improve their likelihood of progressing in their careers as teacher leaders into the next school year and beyond.

2) The Aspiring Latino Leaders Fellowship is a 9-month program that supports Latino education leaders in Massachusetts, Houston, Bay Area, and now RI to advance in their leadership journey and ultimately expand their sphere of influence in the education sector, so more of our students succeed. Fellows are supported through culturally responsive professional development and a strong network of Latino professionals locally with the ultimate goal of strengthening leadership competencies.

B. Sought out non-degree highly successful professional development that would support with retaining and growing our teachers of color and was local and provided a mentorship experience. Cynthia Ramirez and Gina D'Addario reviewed and vetted this vendor.

C. This vendor is highly responsive and flexible. PPSD will be the first in the state to partner with Latinos for Education. They decided to move their in-person meetings to a more central location from Massachusetts, to meet the teachers in RI., as well as working on adjusting start times for some sessions. This is not a returning vendor.

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)?*

Latinos for Education aligns directly with our need to retain our teachers of color, and provide quality culturally responsive professional development. They will provide a learning network of peers and tools to collaboratively prepare to maintain and improve the skills needed to serve large ELL populations during the re-entry process. Seminars feature thought-provoking readings and discussions about the Identity Development, Public Narrative, Language Sustaining Pedagogy, Latinx Educators leading DEI Efforts, State of Latinx Education, Executive Presence, and Family Engagement.

TAP Goals met- Engaged Communities, Excellence in Learning, World Class Talent

Cynthia Ramirez will market to all teachers of color within PPSD and work with Latinos for Education to monitor progress, status, and growth.

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
Aspiring Latino Leaders Fellowship	\$25,000
Latinx Teachers Fellowship	\$15,000
Total	\$40,000