

**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: McGraw Hill Literacy

Amount: \$ 493,940

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: Becca Salzman-Fiske, Matt Joseph

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with McGraw Hill (vendor name) for literacy materials, licenses, and PD (type of services) amounting in \$ 493,940 (total amount in dollars) for all district high school (school name(s)). If approved, the contract will begin 7/1/2022 (date) and end 6/30/2023 (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?*

This purchase is connected to the Excellence in Learning goals around high quality curriculum and secondary literacy achievement. StudySync has been rated as a high-quality curriculum resource.

The district needs this purchase to support literacy instruction in grades 9-12. The total cost is the price of StudySync curricular materials, site licenses, and professional development for all 9 PPSD High Schools

The materials and services to be provided include:

- Site Licenses: The site license bundle provides teachers and students access to the StudySync online platform through which all lesson materials are linked. This license also allows teachers and school admin to pull data reports on student performance as aligned with performance tasks.
- Text bundles: Along with site licenses, the purchase provides access to consumable workbooks with StudySync materials
- Novel bundles: Most school purchased bundles include the purchase of novels that will either supplement novel study units or classroom libraries to provide students with additional engaging and culturally responsive options for independent reading.
- Professional Development: The product which will be supported by professional development throughout the year as determined by PPSD Teaching and Learning and Professional Development teams. Company will collaborate with PPSD regarding the logistics and content of the PD, as needed.

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.*

This will be year two of a full district implementation of StudySync. All district high schools implemented StudySync as the core ELA curriculum for grades 9-12. The vendor provided PD for teachers, coaches, and district admin around topics such as the following: platform operations, best practices, novel-study units, data reports, etc. End of the year survey results indicated trends for an increasing and supporting teacher flexibility regarding unit pathway selections. The district also plans to work with the vendor to create a more comprehensive pathway for MLL students.

McGraw-Hill is committed to providing faculty and students with a range of support options. Technical support is provided via email, phone and real-time chat available to District staff. A three-tiered support structure is implemented for every customer. In addition, a specified implementation specialist will be assigned to your account for regular operational support, implementation coordination and staff training. This individual will serve as your primary point of contact for the duration of your contract. Additional support services are accessed on demand. Escalation of identified issues is typically managed in real-time to provide resolutions as quickly as possible. At minimum, all reported issues are responded to within 48 hours. In addition to your dedicated sales team, we offer several technology support options. Our goal is to provide teachers with a thorough introduction to McGraw-Hill curriculum, so teachers can begin using the resources immediately in their classroom. A curriculum overview will be customized to address district requirements and may include the following topics:

- Curriculum organization and exploration
- Digital resources overview and exploration
- Lesson planning
- Student assessment and evaluation
- Differentiated instruction strategies and resources
- Best practices and effective teaching strategies
- Targeted intervention

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)?*

The Company must adhere to the following expectations for customer service by providing the following assistance to the District and its schools must be provided when requested. Troubleshooting and resolution of issues with the Product and its functionality, done preferably within a 24-hour period.

Informal training for the district and school staff will be provided by the Company in support of the use of the product.

The Company will provide Mid-year (January) and end of year (June) usage of product and achievement reports that include current and comparison data points for both educators and their students.

Dr. Matthew Joseph, Executive Director of Teaching and Learning, and Becca Salzman-Fiske, Supervisor of Literacy, 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
See following pages	
Total	

Proposed Budget	Unit Price and Quantity	Dollar Amount
Print+ Digital Bundles (see itemized below)	multiple	\$464,075.00
Hope High School Economics Student suit	multiple	\$13,521.30
PPSD Summer School Site Licenses (6-8) (see itemized below)	multiple	\$7,344.00
Professional Development Full Day Virtual Training Two 2 Hour Session Grade 6-12	1	\$2,500.00
District StudySync Professional Development	2	\$6,500.00
Total		\$493,940.00

School	Product	Unit Quantity	Unit Cost	Price
360 High School	STUDYSYNC CORE ELA GR 9 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	104	\$48.00	\$4,992.00
360 High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
360 High School	STUDYSYNC CORE ELA GR 10 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	104	\$48.00	\$4,992.00

360 High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
360 High School	STUDYSYNC CORE ELA GR 11 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	76	\$48.00	\$3,648.00
360 High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	1	\$49.99	*Free material
360 High School	STUDYSYNC CORE ELA GR 12 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	86	\$48.00	\$4,128.00
360 High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	1	\$49.99	*Free material
Central High School	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	170	\$73.00	\$12,410.00
Central High School	STUDYSYNC CORE ELA GRADE 9 DIGITAL STUDENT BUNDLE 1	130	\$61.00	\$7930.00

	YEAR SUBSCRIPTION 2 NOVELAS			
Central High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	6	\$49.99	*Free material
Central High School	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	240	\$73.00	\$17,520.00
Central High School	STUDYSYNC CORE ELA GRADE 10 DIGITAL STUDENT BNDL 1 YR SUBSCR 2 NOVELAS	10	\$61.00	\$610.00
Central High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	10	\$49.00	*Free materials
Central High School	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	200	\$73.00	\$14,600.00
Central High School	STUDYSYNC CORE ELA GRADE 11 DIGITAL STUDENT BNDL 1 YR SUBSCR 2 NOVELAS	40	\$61.00	\$2,440.00

Central High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	8	\$49.99	*Free materials
Central High School	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	145	\$73.00	\$10,585.00
Central High School	STUDYSYNC CORE ELA GRADE 12 DIGITAL STUDENT BNDL 1 YR SUBSCR 2 NOVELAS	25	\$61.00	\$1,525.00
Central High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free materials
Alvarez High School	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	160	\$73.00	\$11,680.00
Alvarez High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	6	\$49.99	*Free material
Alvarez High School	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	180	\$73.00	\$13,140.00

Alvarez High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	7	\$49.99	*Free material
Alvarez High School	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	166	\$73.00	\$12,118.00
Alvarez High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	9	\$49.99	*Free material
Alvarez High School	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	227	\$73.00	\$16,571.00
Alvarez High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	9	\$49.99	*Free material
Classical High School	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	300	\$73.00	\$21,900.00
Classical High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free material

Classical High School	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	300	\$73.00	\$21,900.00
Classical High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free material
Classical High School	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	250	\$73.00	\$18,250.00
Classical High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free material
Classical High School	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	250	\$73.00	\$18,250.00
Classical High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free material
E-Cubed High School	STUDYSYNC CORE ELA GR 9 STANDARD UNITIZED (PRINT &	115	\$48.00	\$5,520.00

	DIGITAL) STUDENT 1 YEAR BDL			
E-Cubed High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
E-Cubed High School	STUDYSYNC CORE ELA GR 10 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	115	\$48.00	\$5,520.00
E-Cubed High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
E-Cubed High School	STUDYSYNC CORE ELA GR 11 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	105	\$48.00	\$5,040.00
E-Cubed High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
E-Cubed High School	STUDYSYNC CORE ELA GR 12 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	100	\$48.00	\$4,800.00

E-Cubed High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free material
Hope High School	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	314	\$73.00	\$22,922.00
Hope High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	12	\$49.99	*Free material
Hope High School	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	267	\$73.00	\$19,491.00
Hope High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	10	\$49.99	*Free material
Hope High School	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	229	\$73.00	\$16,717.00
Hope High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	9	\$49.99	*Free material

Hope High School	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	169	\$73.00	\$12,337.00
PCTA	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	180	\$73.00	\$13,140.00
PCTA	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	7	\$49.99	*Free materials
PCTA	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	159	\$73.00	\$11,607.00
PCTA	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	6	\$49.99	*Free materials
PCTA	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	159	\$73.00	\$11,607.00

PCTA	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	1	\$49.99	*Free materials
PCTA	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	125	\$73.00	\$9,125.00
PCTA	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	5	\$49.99	*Free materials
JSEC	STUDYSYNC CORE ELA GR 9 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	115	\$48.00	\$5,520.00
JSEC	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	4	\$49.99	*Free materials
JSEC	STUDYSYNC CORE ELA GR 10 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	90	\$48.00	\$4,320.00
JSEC	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	3	\$49.99	*Free materials

JSEC	STUDYSYNC CORE ELA GR 11 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	90	\$48.00	\$4,320.00
JSEC	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	3	\$49.00	*Free materials
JSEC	STUDYSYNC CORE ELA GR 12 STANDARD UNITIZED (PRINT & DIGITAL) STUDENT 1 YEAR BDL	80	\$48.00	\$3,840.00
JSEC	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	3	\$49.00	*Free materials
Mount Pleasant High School	STUDYSYNC CORE ELA GR9 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	360	\$73.00	\$26,280.00
Mount Pleasant High School	STUDYSYNC GRADE 9 TEACHER ONLINE 1 YEAR SUBSCRIPTION	14	\$49.99	*Free materials
Mount Pleasant High School	STUDYSYNC CORE ELA GR10 STDRD UNTZD STDNT BNDL 1YR	320	\$73.00	\$23,360.00

	PRINT AND DIGITAL PLUS 2 NVLS			
Mount Pleasant High School	STUDYSYNC GRADE 10 TEACHER ONLINE 1 YEAR SUBSCRIPTION	12	\$49.99	*Free materials
Mount Pleasant High School	STUDYSYNC CORE ELA GR11 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	270	\$73.00	\$19,710.00
Mount Pleasant High School	STUDYSYNC GRADE 11 TEACHER ONLINE 1 YEAR SUBSCRIPTION	10	\$49.99	*Free materials
Mount Pleasant High School	STUDYSYNC CORE ELA GR12 STDRD UNTZD STDNT BNDL 1YR PRINT AND DIGITAL PLUS 2 NVLS	270	\$73.00	\$19,710.00
Mount Pleasant High School	STUDYSYNC GRADE 12 TEACHER ONLINE 1 YEAR SUBSCRIPTION	10	\$49.99	*Free materials

			Total	\$416,277.75
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School	Product	Unit Quantity	Unit Cost	Price
PPSD Summer School	StudySync Grade 6 Student Online 1 Year Subscription	68	\$36.00	\$2,448.00
PPSD Summer School	StudySync Grade 6 Teacher Online 1 Year Subscription	1	\$49.99	*Free materials
PPSD Summer School	StudySync Grade 7 Student Online 1 Year Subscription	68	\$36.00	\$2,448.00
PPSD Summer School	StudySync Grade 7 Teacher Online 1 Year Subscription	1	\$49.99	*Free materials
PPSD Summer School	StudySync Grade 8 Student Online 1 Year Subscription	68	\$36.00	\$2,448.00
PPSD Summer School	StudySync Grade 8 Teacher Online 1 Year Subscription	1	\$49.99	*Free materials

Total			\$7,344.00	
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