

CONTRACT INFORMATION FOR MANAGEMENT/FINANCIAL REVIEW
STATE OF LOUISIANA

CONTRACT NUMBER: 718050
 CONTRACT REVIEW #: 01
 AGENCY CONTRACT #: DIAMANTES, NIKKI
 CONTRACT AMENDMENT NUMBER: 01
 DATE: 06/21/13
 CONTRACT/AMD STATUS: ENS : ENCUMBRANCE SUCCESSFUL
 CONTRACT/AMD TYPE: AMD : AMENDMENT
 CONTRACTING AGENCY: 682PSC : LDOE, RECOVERY SCHOOL DISTRICT
 CONTRACT USER: 682PSC : LDOE, RECOVERY SCHOOL DISTRICT
 CONTRACT USER SUB-AGCY:
 ORIG CONTRACT AMOUNT: \$382500.00
 AMENDMENT#1 INCREASES CONTRACT BASE AMOUNT: \$820000.00
 AMENDMENT#1 INCREASES CONTRACT BASE AMOUNT FOR FY13 BY \$820,000.00
 AMENDMENT#1 INCREASES CONTRACT BASE AMOUNT FOR FY13 BY \$820,000.00
 ORIGINAL CONTRACT BEG DATE: 06/01/12
 REVISSED CONTRACT BEG DATE:
 ORIGINAL CONTRACT END DATE: 06/30/14
 REVISSED CONTRACT END DATE:
 CLASS/SUB-CLASS: 999 99 : PROFESSIONAL, CONSULTING, PERSONAL,
 SOCIAL SERVICES - OCR APPROVED
 T-NUMBER:
 VENDOR/CONTRACTOR: 13354191301 : TEACH FOR AMERICA INC
 DEF COMP VENDOR/CONTRACTOR:

CONTRACT FUNDING SOURCE AMOUNTS

FED: \$0.00 STATE: LOCAL: \$0.00 OTHER: \$0.00
 IAT: \$382500.00 SELF-GEN:

BILLING BASIS:

PERCENTAGE: AMOUNT:

PAYMENT: M : MANUAL
 RETAINAGE: N : NOT APPLICABLE
 RECOMPMENT: N : NOT APPLICABLE
 DEFERRED COMP: N : NOT APPLICABLE

FISCAL YEAR: 13

NOT TO EXCEED AMOUNTS FOR FISCAL YEAR
 NTE CONTRACT AMOUNT: \$802500.00 NTE RETAINAGE AMOUNT:
 NTE ADVANCE AMT: \$0.00 NTE DEFERRED COMP AMT: \$0.00

ACCT FY FUND ORG

ACCT FY	FUND	ORG	BS ACCOUNT REPORT CAT	APROP UNIT	JOB NUMBER	OBJECT	SUB-OBJECT	NET ENC	AMOUNT
01	13	7046	7946	3460	E3	\$0.00			\$0.00
02	13	7031	7931	3460	E3	\$202500.00			\$202500.00
03	13	7002	7902	3460	E3	\$600000.00			\$600000.00

EXECUTIVE RECOMMENDATION FOR EXPENDITURE OF FUNDS

DATE OF REQUEST: 6/6/2013

STATUS: New Renewal Amendment #1 CFMS # 718050

TYPE OF EXPENDITURES: Professional Service Contract Social Service Contract Legal Service Contract Interagency Agreement Consulting Service Contract Cooperative Endeavor

RECEIVE/REFER:

SPECIAL CONSIDERATION (include justification below): X

EMERGENCY (include justification below): _____

CONTRACTOR INFORMATION:
 Name: Teach for America
 Telephone: (225)381-8163
 Address: 315 West 36th Street, 6th Floor
 New York, NY 10018

BILLING BASIS: _____

LDI INFORMATION:
 Office: Recovery School District
 Division/School: Achievement
 Contact Person: Nash Crews
 Telephone: (504) 373-6200

DATE SERVICE TO BE PROVIDED:
 Beginning Date: 06/01/2012
 Ending Date: 06/30/2014
 Duration: 25 Months
 Revised Ending Date: _____

AMOUNT/BUDGET:	FUND INFORMATION:	SELECTION/ALLOCATION PROCESS:
Salaries	*Source of Funds: 8(g)	Competitive: X
Other Compensation	CFDA if Federal: _____	Non-Competitive Formula: _____
Related Benefits	Agency Code: 682	Formula Citation: Education Program Specialist
Travel	Expend. Org. Code: 7002	ACTS
Operating Services	Object Code: 3460	X
Supplies	Sub-Object Code: E3	2011
Professional Services	Reporting Category: 7902	JUN 7 AM 8 1
Other Charges	* For all IDEA Part B Funds Only	CONTRACT/OFFICE USE ONLY:
Interagency Transfers	Date Recommended for Approval by the Special Education Advisory Council	682PSC
Acquisitions/Major	Date: _____	682PSC
Repairs	Cost Objective: _____	NO
Total		T-Number _____
\$820,000.00		T-RSL Indicator _____

DESCRIPTION OF SERVICES TO BE PROVIDED (Include Per Diem Rates, if applicable):
 Contractor will recruit, select and place up to 25 teachers who meet all state and federal legal requirements for teaching the content areas and grade levels as needed by the Recovery School District and satisfy current federal and state requirements for "highly qualified" teacher status. Contract will also retain up to 23 2nd year TFA teachers in Baton Rouge schools, and provide for support and professional development.

JUSTIFICATION FOR CONTRACT:
 Contract will assist the RSD in recruiting and retention of highly qualified teachers in hard-to-staff subject areas.

JUSTIFICATION FOR BESE SPECIAL OR EMERGENCY CONSIDERATION: _____

APPROVALS

Assistant Deputy Superintendent for Office of Finance: _____
 Date: _____

RSD Chief of Staff: _____
 Date: _____

RSD Chief Financial Officer: _____
 Date: _____

State Superintendent of Education: _____
 Date: _____

Deputy Superintendent of Education: _____

State Superintendent of Education: _____

FY13 - \$600,000.00
FY14 - \$20,000

BUDGET APPROVAL

Logged in 6/7/13 WH

Amendment to Agreement between State of Louisiana

Louisiana Department of Education

Office of Recovery School District

Division of Achievement

AND

Contractor's Name: Teach For America
Contractor's Address including zip code: 315 West 36th Street, 6th Floor, New York, NY
10018

Contractor's Telephone Number: (225) 381-8163

Contractor's Federal Identification No. or Social Security No: 13-3541913

Amendment Provisions

ADD TO:

I. Scope of Services

Contractor hereby agrees to furnish the following services:

• **Specific goals and objectives:**

- Contractor agrees to train and place at least twenty-five (25) members of its national teacher corps in Recovery School District direct-run schools for the 2013-2014 academic year. If more than twenty-five (25) teachers are placed in direct-run schools for the 2013-14 school year, those additional teachers shall be placed and supported per the terms of this contract at no cost to the RSD.
- Contractor will continue supporting at least twenty-three (23) teachers who were recruited to teach in the Recovery School District beginning in the 2012-13 school academic year as they complete their second year of teaching in the 2013-14 academic year. If more than twenty-three (23) teachers are retained for their second year in direct-run schools for the 2013-14 school year, those additional teachers shall be retained and supported per the terms of this contract at no cost to the RSD.
- Contractor agrees to provide five (5) Managers of Teacher Leadership Development (MTLD) and three (3) additional teacher support staff dedicated to serving teachers and schools within the RSD schools for the 2013-14 academic year.
- Contractor agrees to support and provide professional development opportunities to the teachers placed in RSD schools and to recruit applicants for openings for

the next school year.

• **Deliverables:**

- **Recruitment, Selection, Placement and Training Efforts:** Contractor agrees to train and place at least 25 members of its national teacher corps in Recovery School District (RSD) direct-run schools for the 2013-2014 academic year. Any additional teachers placed in direct-run schools for the 2013-14 school year shall be placed and supported per the terms of this contract at no cost to the RSD. The National Office Admissions Team will identify qualified corps members to fill openings in RSD schools for the 2013-14 and 2014-15 academic years.

▪ Contractor shall require all teachers to participate in an intensive five-week summer institute designed to train corps members in both the theory and the practice of education, integrating a team-mentoring approach with education seminars and supervised teaching practice.

▪ Contractor will work with the RSD to place corps members in identified need areas and organize a week-long induction for all such teachers in order to orient them to their designated teaching area. This induction will introduce incoming teachers to Louisiana through a week long community immersion training focusing on:

- Applying their academic pre-work specifically to the needs and opportunities for education in Louisiana;
- Meeting and learning from community leaders and understanding community dynamics;
- Engaging with community members and building community relationships through service projects, speakers and other points of connection;
- Visiting, meeting with and interviewing with schools in South Louisiana;
- Making connections with Teach For America's staff, Teach For America corps members and alumni and other educational supports for both summer training and throughout their two years of teaching;
- Learning about and making connections with other corps members in order to build strong colleague relationships and support structures;
- Attending sessions about Teach For America's expectations, policies, supports and processes;
- Planning for their summer institute experience, summer orientation experience and the fall through a series of planning exercises with colleagues and Teach For America staff; and
- Providing opportunities for socialization, exploring Louisiana, finding housing and taking care of other life necessities that come with moving to and settling in a new location.

▪ Contractor shall provide a week long orientation for all 1st year and 2nd year teachers prior to the beginning of the school year. This orientation shall focus on:

- Engaging both first and second year teachers as a full corps to

review goals, aspirations and expectations for the school year, Teach For America's support systems and structures, available professional supports, certification requirements as well as Teach For America processes and policies;

- Breaking teachers into content focused teams and building professional relationships with mentor teachers, 2nd year teachers and first year teachers backwards planning assessments, year long plans, first unit plans, management plans, class culture plans and other school and class level requirements for all teachers before the first day of school;
- Providing space to share resources, practice assessments and lesson plans, ensuring a baseline level of planning and management proficiency and overall ensuring that a teacher is ready for their first day of school according to both their school's/district's expectations and Teach For America's expectations.
- In the case of 2nd year teachers, additionally ensuring that they have a strong and clear vision for their classroom and that the plans and systems created are ready to aggressively move the class and the teacher towards this vision.

Contractor shall provide accurate and timely information requested by the State about teachers in order to facilitate the hiring and placement of teachers. This data will include, at minimum, the following information:

- Teacher name
 - Social Security Number
 - School name
 - LEA name
 - TFA corps year
 - First year of teaching in Louisiana
- Contractor will offer RSD first opportunities for interviews and placement of corps members within RSD schools.

Local Alumni Retention: Contractor will work to retain as many current TFA corps members and alumni as possible, directing these corps members and alumni towards opportunities within RSD schools. Contractor will actively recruit alumni to areas in Louisiana with RSD schools. Specifically Teach For America shall:

- Conduct one-on-one meetings with all 2nd year teachers in the RSD, working to retain them as 3rd year teachers or educational leaders within the RSD.
- Conduct one-on-one meetings with all 2nd year teachers not in the RSD and where teachers are looking for new/different educational opportunities; focus them on opportunities within RSD schools.
- Invite RSD recruiters or designated team members to all opportunity fair events focusing on connecting corps members and alumni to opportunities within RSD schools.
- Partner with the RSD to offer internship, work and volunteer opportunities for all corps members in the summer between their 1st and 2nd years that will enable corps members to deepen ties within RSD schools and make

- Partner with RSD authorized charter schools to conduct both of these activities, focusing on providing the talent base needed by these schools in addition to the RSD direct run schools.
- Partner with RSD schools and alternative and traditional principals certification programs, to identify corps members who show promise for long term teacher leadership.
- Partner with the RSD to provide coaching, scholarship opportunities and other incentives to increase the number of Teach For America corps members pursuing school leadership within RSD schools.
- Actively recruit Teach For America alumni living in New Orleans, across Louisiana, and across the country for teaching, school leadership, or district leadership roles within the RSD
- Actively market RSD employment opportunities to: Teach For America alumni who taught in New Orleans; alumni who taught in or near to Louisiana Geographies; and alumni who have family, collegiate or other connections to Louisiana.
- Invite RSD recruiters or designated team members to all opportunity fair events focusing on connecting corps members and alumni to opportunities within RSD schools.
- Partner with the RSD (and RSD authorized charter schools) to conduct local and national searches for Principal, Assistant Principal, and other vacancies within the RSD.

- Current Teacher Support

- Contractor will support at least twenty-five (25) first year teachers placed to teach in RSD schools beginning in the 2013-14 school year, and shall continue supporting the at least twenty-three (23) teachers who were recruited and placed to teach in RSD schools beginning in the 2012-13 school academic year as they complete their second year of teaching in the 2013-14 academic year, provided that these teachers meet the performance standards required by the Recovery School District in order to continue teaching. Contractor will ensure said teachers are meeting state and federal legal requirements for teaching in the content areas and grade levels previously agreed upon. If placements have changed or need to change the contractor will coordinate and secure approval of all site selections with the site administrator. There will be no forced placement of teachers whose first year placement changed due to district needs.

- Teacher Support Staff

- Contractor agrees to provide five (5) Managers of Teacher Leadership Development (MTLD) for the 2013-14 academic year dedicated to serving TFA teachers within the RSD. The MTLD will be on RSD campuses or work with teachers on RSD campuses at least three (3) days a week for teacher coaching and leadership development for both corps members and school-based professional staff.

- Contractor will supply three (3) additional staff members in 2013-14 who shall provide content, community engagement, general leadership and professional development for active corps members.

- Professional Development

- Contractor agrees to support and provide professional development opportunities to the teachers placed in RSD schools and to recruit applicants for openings for the next school year. Corps members will receive support through structured observations and post-observations, regional and multi-regional conferences, an interactive website on educational issues and resources, all-corps meetings and targeted workshops delivering professional development based on the Louisiana Components of Effective Teaching, and structured small group reflection meetings. At the same time, the National Office Recruitment Team will recruit high achieving college graduates around the country to apply for next year's corps. Teach For America will provide district service agreements with new districts to be serviced during the 2014-2015 school year. If agreements are not in place, documentation of efforts to accomplish this requirement must be submitted.

Change Agreement from:

- *Performance Measures:*

Contractor shall recruit and select and train for hiring and placement within Recovery School District schools up to forty (40) highly-qualified teachers who meet all the state and federal legal requirement for the course(s) they teach. Contractor shall work with principals of the Recovery School District to present candidates for hiring.

Change Agreement to:

- *Performance Measures:*

Contractor shall recruit and select and train for hiring and placement within Recovery School District schools at least twenty-five (25) highly-qualified teachers who meet all the state and federal legal requirement for the course(s) they teach in the 2013-14 academic year. If more than twenty-five (25) teachers are placed in direct-run schools for the 2013-14 school year, those additional teachers shall be placed and supported per the terms of this contract at no cost to the RSD. Contractor shall work with principals of the Recovery School District to present candidates for hiring. Contractor will continue to monitor the twenty-three (23) or more second year teachers within Recovery School District schools, ensuring teachers meet all state and federal requirements for the course(s) they teach in the 2013-14 academic year. If more than twenty-three (23) teachers are retained for their second year in direct-run schools for the 2013-14 school year, those additional teachers shall be retained and supported per the terms of this contract at no cost to the RSD.

Change Agreement from:

• **Monitoring Plan:**

Contractor shall, by the first day of every month during the term of this contract, provide State with monthly written status reports setting forth the work completed by Contractor in furtherance of the deliverables set forth herein and of the completion of said deliverables.

The Recovery School District will monitor the progress of this contractor's work by:

- A. Conducting monthly reviews of Contractor's work: recruiting, facilitating placement and retention, ensuring certification of up to forty (40) *Teach For America* teachers provided to the Recovery School District
- B. Holding monthly meetings with *Teach For America* leadership team to discuss progress of all deliverables from the Contractor
- C. Surveying principals annually to assess the quality of the staff provided through the Contractor

This contract will be monitored by Chief of Staff RSD Louisiana.

Change Agreement to:

• **Monitoring Plan:**

Contractor shall, by the first day of every quarter during the term of this contract, provide State with quarterly written status reports setting forth the work completed by Contractor in furtherance of the deliverables set forth herein and of the completion of said deliverables.

The Recovery School District will monitor the progress of this contractor's work by:

- Conducting quarterly reviews of Contractor's work: recruiting, facilitating placement and retention, ensuring certification of the twenty-five (25) or more first-year *Teach For America* teachers and the twenty-three (23) or more second-year *Teach For America* teachers provided to the Recovery School District.
- Holding quarterly meetings with *Teach For America* leadership team to discuss progress of all deliverables from the Contractor.
- Surveying principals annually to assess the quality of the staff provided through the Contractor.

This contract will be monitored by RSD Chief of Staff.

Change Agreement from:

2. Payment Terms

In consideration of the services described above, State hereby agrees to pay the Contractor a maximum fee of \$382,500.00. Payment will be made only on approval of the RSD Director of Human Resources and the RSD Executive Director of Finance. The Contractor must use the standard Louisiana Department of Education Professional Services Billing Form for invoicing purposes.

The Contractor will be paid a maximum fee of \$9,000.00 per *Teach For America* teacher that, pursuant to this contract, commences teaching at a Recovery School District school. Said fee

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will be due in two installments of \$4,500 per teacher per year for a maximum of two years per the payment terms below

For contract period 6/1/12 – 6/30/13:

- Recovery School District agrees to pay Contractor a maximum fee of \$202,500.00
- \$4,500 per Teach For America teacher for up to 40 teachers' 1st year of service
- \$4,500 per Teach For America teacher for up to 5 teachers' 2nd year of service

- Recovery School District agrees to pay \$1,200 per Teach For America teacher for up to 40 first year teachers' certification coursework through an approved provider selected by Teach For America (currently The New Teacher Project, *TNTP*). The Recovery School District agrees to be billed by TNTP on behalf of TFA for the certification cost for a maximum fee of \$48,000.00

For contract period 7/1/13 – 6/30/14:

- Recovery School District agrees to pay Contractor a maximum fee of \$180,000.00
- \$4,500 per Teach For America teacher for up to 40 teachers' 2nd year of service

Contractor will invoice State at the start of each academic year for the number of teachers that begin teaching at the start of the academic year. Contractor will provide the first and last names of each teacher and the direct-run Recovery School District where they teach in each invoice. The total maximum fee payable to Contractor is \$382,500.00. The fee will be determined based on the number of teachers hired through site selection at the per-teacher cost.

TNTP will invoice the State on behalf of the Contractor for \$1,200 per Teacher for certification coursework that will permit the Teacher to satisfy the federal "highly qualified" teacher standard during the Teacher's first year in the classroom. Should additional classes be needed to obtain certification, the state shall not be obligated to pay additional fees unless agreed to by mutual consent of the teacher and the state. The total maximum fee payable to TNTP is \$48,000.00. The fee will be determined based on the number of 1st year teachers hired and enrolled in TNTP's certification program.

If progress or completion is obtained to the reasonable satisfaction of the State, payments are scheduled as follows: State shall pay Contractor the above-referenced per teacher fee at the time the teacher begins teaching in a Recovery School District school. Contractor will submit invoices for payment to the State no later than October 30, 2012 for the 2012-13 fiscal year and no later than October 30, 2013 for the 2013-14 fiscal year

Change Agreement to:

2. Payment Terms

In consideration of the services described above, State hereby agrees to pay the Contractor a maximum fee of \$1,202,500.00. Payment will be made only on approval of the RSD Director of Human Resources and the RSD Executive Director of Finance. The Contractor must use the standard Louisiana Department of Education Professional Services Billing Form for invoicing purposes.

If progress or completion is obtained to the reasonable satisfaction of the agency, payments are

scheduled as follows:

For contract period 6/1/12 – 5/30/13:

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RD

- Recovery School District agrees to pay Contractor a maximum fee of \$586,500.00.

- \$4,500 per teacher for placement of forty (40) 1st year teachers for the 2012-13 school year: \$180,000.00

- \$4,500 per teacher for retention of five (5) 2nd year teachers for the 2012-13 school year: \$22,500.00

- Corps member support and development for 2012-2013 corps members and recruitment, selection, placement, and training expenses for 1st year teachers for the 2013-14 school year: \$384,000.00

For contract period 6/1/13 – 6/30/14:

- Recovery School District agrees to pay Contractor a maximum fee of \$616,000.00

- \$4,500 per teacher for placement of twenty-five (25) 1st year teachers for the 2013-14 school year: \$112,500.00

- \$4,500 per teacher for retention of twenty-three (23) 2nd year teachers for the 2013-14 school year: \$103,500.00

- Corps member support and development, including five (5) MTLDS and three (3) teacher support staff (salary & benefits): \$300,000.00

- Future recruitment, selection, placement and training efforts: \$50,000.00

- Local Alumni retention: \$50,000.00

Contractor shall submit invoices for services completed by June 30th no later than June 30th. Due to funding constraints, funding may be unavailable for payment of services if invoices are not received by this date.

Contractor will invoice the RSD within 30 days of work being performed or materials received. At the start of each academic year, Contractor will provide the RSD with the number, and first and last names of each teacher placed by the Contractor in an RSD school.

The total fee payable to Contractor is \$1,202,500.00.

If progress or completion is obtained to the reasonable satisfaction of the State, payments are scheduled as follows: State shall pay Contractor the above-referenced deliverables upon invoice by the Contractor.

Contractor should submit invoices to:
RSD Finance

Teach For America
RSD

1615 Poydras Street, Suite 1400
New Orleans, LA 70112
Email: payables@rsdla.net
504-373-6200, ext 20083

Amendment Justification: This amendment serves to include new teachers and services for the 2013-2014 school year and therefore increases the cost.

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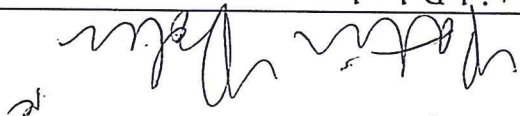
This amendment contains or has attached hereto all revised terms and conditions agreed upon by Contracting parties. **IN WITNESS WHEREOF**, the parties have executed this Agreement as of this _____ day of _____ (month/year).

THIS DONE AND SIGNED at Baton Rouge, Louisiana, on the day, month and year first written above.

State Agency Signatures



Ting-Ting Liang
Executive Director of Finance
Recovery School District



Patrick Dobard
Superintendent
Recovery School District

CONTRACTOR'S SIGNATURE

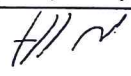


Michael Tipton
(Printed Name)

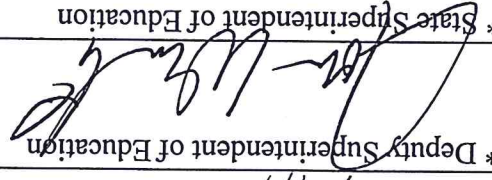
Telephone: (225) 381-8163

**(Contracts exceeding \$50,000 require the following additional signatures)*

* Deputy Superintendent for
Management and Finance



* Deputy Superintendent of Education



* State Superintendent of Education

* President, State Board of
Elementary and Secondary Education

WITNESSES' SIGNATURES

