



135 Berkshire Street, Cambridge, Massachusetts 02141

February 6, 2024

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Consulting Services

RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
New Solutions K12 29 Winthrop Road Brookline, MA 02445	2/9/24 – 7/31/24	\$99,450.00

DESCRIPTION: This contract is for direct support to refine CPS’s elementary and upper schools scheduling.

ADDITIONAL INFORMATION


See attached supplemental information for additional details.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12...” motions calling for the appropriation or expenditure of money require the affirmative vote of four members.”

BUDGET REFERENCE:

Fund		Account		Dept.		Project	
25000	Grant Fund	53101	Professional & Technical Services	890816	Strategy	SC22216	ESSER III

Respectfully Submitted,

 Victoria L. Greer, PhD
Superintendent of Schools

SUPPLEMENTAL INFORMATION: New Solutions K12

Purpose: Strategic scheduling support for CPS's elementary and upper schools

Amount of Contract: \$99,450

Description/Scope of Services:

New Solutions K-12 will provide direct support to each of the 12 elementary school principals to refine the elementary use of time scheduling guidelines, as needed, and continue our work on improving and optimizing schedules. The consultant will also work with the four upper school principals to refine and implement updated upper school guidelines. This work will include four phases.

Phase 1 - Provide support to 12 elementary principals and district leaders to refine, as needed, elementary scheduling guidelines

The consultant will work with school and district leaders to identify pros and cons of the 2023-2024 scheduling guidelines and recommend any adjustments based on lessons learned.

Phases 2 and 3 - Coordinate stakeholder engagement with upper school principals to collect input on Upper School Schedules and Review and revise and develop Upper School Schedule Guidelines incorporating stakeholder feedback, when appropriate.

Information gathered from these sessions will be synthesized and used to determine next steps in the creation of scheduling guidelines for upper schools. The vendor will create an updated set of schedule guidelines for elementary (if necessary) and upper schools tailored for each school. While each school's schedule will be unique to their school and program, the structure and information captured in each schedule will have greater coherence such that any analysis of time done in the future can look across the schedules of all schools by tier (elementary and upper).

Based on state requirements, and district policies and stakeholder voice, the consultants will provide any recommendations for refinements to the 2023-2024 elementary and upcoming upper school scheduling guidelines. It is also important to note that we will have 30 minutes of additional instructional time beginning in 2024-2025. As a result, this must also be reflected in the scheduling guidelines.

Phase 4 - Work collaboratively with the CPS MTSS Core Team to determine what effective intervention blocks look like at the upper schools

When creating the initial scheduling guidelines, scheduling time for intervention was critical for all stakeholders, as intervention for students provides targeted support, addresses learning gaps, and prevents academic disparities, ensuring that every student has an equitable opportunity to succeed. It is now important to ensure that this time is used effectively. With that said, the consultant will work collaboratively with the CPS MTSS core team to create a plan for staffing and effectively implementing intervention.

This project is expected to be completed, in phases, by June 2024.