

December 18, 2002

**APPROVE ENTERING INTO AN AGREEMENT WITH CAROL ROLHEISER FOR CONSULTING SERVICES****THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Office of Professional Development at a cost not to exceed \$29,850. Consultant was selected on a non-competitive basis because of the Consultant's unique qualifications to build instructional capacity through intensive teacher and leadership development. A written agreement is currently being negotiated or exists, in the service of this Board Report. No payment shall be made to the Consultant prior to the execution of the written agreement. No authority shall be given to the Consultant to enter into any binding contract. Payment shall automatically cease in the event a written agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

**CONSULTANT: Carol Rolheiser**

Ontario Institute for Studies in Education University of Toronto

125 St. George Street, Room 1001, 4th floor  
Toronto, Ontario M6S 1V6  
416/923-6641 ext. 3242

Vendor # 39582

**USER: Office of Professional Development**

125 S. Clark Street, 11th floor  
Chicago, IL

Contact: Mr. Arberan

773-553-3

agreement shall commence on December 20, 2002 and shall end on June 30, 2003. The option to renew for a period of twelve (12) months at a cost not to exceed \$29,850.

**TERM:** The term of this agreement shall have one

**RIGHT:** This agreement may be terminated by either party upon 30 days written notice.

**EARLY TERMINATION RIGHTS**

Teacher Leadership Academies (STARS program)

the comprehensive training program for teachers in the throughout the 2002-2003 school year.

day program for key leadership staff

- Consultant will design, facilitate and monitor a Train the Trainers four

the four day period.

the following Teacher Leadership Academies

over eleven days throughout 02/03 school

Development of materials for the Teacher Leadership Academy Program

- Visits to schools and classrooms to provide on-going support to teacher leaders in their school context
- Technical resources to support school-based professional development

Consultant shall provide the following for the Train the Trainers program

A one day design team meeting with key stakeholders of the Office of Professional Development

- All-day professional development program for the four day program.

**OUTCOMES:** Consultant services shall include teachers, administrators, and teacher leaders with the necessary tools to implement the school-based professional development model (1) prepare CP9 staff development; (2) help schools to plan, teachers/administrators to understand and apply principles of effective collaborative for growth; 4) support staff to develop expertise continuous improvement; 5) allow schools to demonstrate a positive impact on student learning.

shall be paid \$4,000 for services for Teacher Leadership (STARS) Program)

Support component design \$4,800 for services for follow-up with conferences/retreats for the teacher leadership teams (STARS); and \$6,200 for design and delivery of all train-the-trainers module during the 02-03

9,850

compensation will not exceed \$2,

6. Consultant shall be reimbursed for travel expenses as expenses are submitted

section Office of Professional Development \$7,250. This total compensation amount may be increased or decreased at the Superintendent's discretion. The compensation amount reflected herein is inclusive of all reimbursable expenses.

**REIMBURSABLE EXPENSES**

room and conditions in the written

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written

with whom the consultant will be retained. Place

**INFORMATION REQUESTED:** This contract is fully compensated

PREVIOUSLY known business interests, commercial interests, and any other information which would affect the objectivity of the independent consultant (100% VB)

RECEIVED by "Independent School Council" APPROVALS NOT APPLICABLE TO THIS REPORT

**FINANCIAL:** Charge to the Office of Professional Development: \$29,850      Fiscal Year: '03  
Budget Classification: C300-239-631-2055-5410      \$22,000

Budget Classification: C300-239-631-2055-5410

Source of Funds: 239-Grant Funds

#### GENERAL CONDITIONS

02-1218-PR27

Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

~~Approved for consideration:~~

~~Approved:~~