

AUTHORIZE A NEW AGREEMENT WITH AMERICAN INSTITUTES FOR RESEARCH IN THE  
BEHAVIORAL SCIENCES TO PROVIDE ( ; 7 ( 5 1 \$/ EVALUATION SERVICES FOR THE  
COMMUNITY SERVICES SCHOOLS INITIATIVE

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize a new agreement with American Institutes for Research in the Behavioral Sciences to provide external evaluation services to the district's Community Schools Initiative at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a non-competitive basis. This item was presented to the Single/Sole Source Committee on May 11, 2022 and approved by the Chief Procurement Officer. Prior to approval as a single source, the item was published on the Procurement website on May 11, 2022, found here: [cps.edu/procurement](https://cps.edu/procurement). The item will remain on the Procurement website until the June 22, 2022 Board Meeting. This process complies with the independent consultant's recommendations for single source procurements and the Board's "Single/Sole Source Committee Charter." A written agreement for Vendor's services is currently being negotiated. No services shall be provided by Vendor and no payment shall be made to Vendor prior to the execution of their written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Contract Administrator : Goodwin, Shannon A. / 773-553-2280

VENDOR:

- 1) Vendor # 68697  
American Institutes for Research in the  
Behavioral Sciences  
1400 CRYSTAL DRIVE 10TH FLR  
ARLINGTON, VA 22202-3289  
Carmen Fermin  
202 403-6152

Ownership: Not-for-profit

USER INFORMATION :

Project  
Manager: 11371 - Student Support and Engagement  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Berg, Autumn L.  
  
773-553-1000

**PM Contact:**

10870 - College and Career Success Office

42 West Madison Street

Chicago, IL 60602

Hougard, Megan Jean

773-535-5100

**TERM:**

The term of this agreement shall commence on July 1, 2022 and shall end on August 31, 2024. This agreement shall have one (1) option to renew for a period of one (1) year.

**EARLY TERMINATION RIGHT:**

The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:**

In FY19, CSI was awarded a 5 year extension for 25 Nita M. Lowey 21st Century Community Learning Centers funded schools. American Institutes for Research (AIR) is completing the external evaluation granted through the extension. The remaining two years of the grant for these 25 schools will focus on Implementation Analysis through case studies and Impact Analysis while annually reviewing the key performance indicators. The key performance indicators (a) assess whether CSI schools are making strides in improving implementation and (b) gauge if youth enrolled in programming are improving on key school-related outcomes. There are three primary categories for the key CSI performance indicators: (a) implementation metrics, (b) program attendance metrics, and (c) outcome metrics. The outcome metrics will examine improvement in student academic achievement based on grades and NWEA MAP scores, school-day attendance, and responses to key 5Essentials survey scales, like emotional health and psychological sense of school membership as described in the proposed grant goals and objectives. These indicators will be calculated annually at the school-level based on data resulting from the CQIP, program attendance data collected in CitySpan, and school records maintained by CPS. Both AIR and Diehl Consulting will be involved in the calculation of the key performance indicators.

**DELIVERABLES:**

**Case Studies:** The work AIR has done on assessing implementation of the community school strategy has indicated that the resource coordinator and the principal, either together or independently, are pivotal in how CSI is implemented at a given school. Lead partners can also play an important role in CSI implementation at some schools as well. To further understand how these roles support CSI implementation, AIR will conduct case studies in four schools that are part of the FY15 cohort.

**Assessing Impact:** AIR will dedicate Year 2 of the project (grant year 5) to conducting a rigorous assessment of the degree to which CSI schools are having an impact on academic achievement, youth perceptions of school, and school-related behaviors (e.g., achievement, school-day attendance, and youth perceptions reported on the essentials survey).

**Annual Evaluations:** AIR will complete the grant required annual evaluations due to ISBE each fiscal year.

**OUTCOMES:**

Vendor's services will result in:

staff, and community advocates to review evaluation plans and findings and provide feedback on what steps can be taken to improve evaluation processes and capitalize more effectively on evaluation findings.

Annual Reports. Results from each year of the evaluation will be summarized in annual reports that present a broader perspective on the evaluation. Each annual report will include findings related to implementation efforts, results from surveys, and performance on key performance indicators adopted for the initiative. In addition, the evaluation team will share any recommendations for improvement relating to implementation fidelity or initiative outcomes. A full list of data elements needed to support evaluation activities related to the annual reports can be found in Appendix A.

Presentation of Findings. At the end of Years 1 and 2, AIR will provide an in-person presentation of findings, including a set of field-friendly materials for broader dissemination within CPS. AIR will work with CPS CSI staff to make determinations on the types of materials that would be most useful, but these will likely include a public-facing slide deck summarizing the evaluation approach and findings and executive summaries for the Year 1 and Year 2 reports.

**COMPENSATION:**

Vendor shall be paid as follows:

Estimated annual costs for the two (2) year and two (2) month term are set forth below:

\$125,037 FY23

\$124,963 FY24

**REIMBURSABLE EXPENSES:**

None.

**AUTHORIZATION:**

Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Officer of the Office of College and Career Success to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts, (M/WBE Program), this contract is exempt as this agreement is for a Not-for-Profit organization.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL :**

Fund 21st Century Community Learning Center's Grant 324. Office of College and Career Services, Unit 10875

\$125,037 FY23

\$124,963 FY24

Not to exceed \$250,000 for the two (2) year and two (2) month term. Future year funding is contingent upon budget appropriation and approval.

CFDA#:

Not Applicable

**GENERAL CONDITIONS:**

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

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).

