

**JEFFERSON COUNTY PUBLIC SCHOOLS
CONTRACT FOR THE PROCUREMENT OF PROFESSIONAL SERVICES**

THIS CONTRACT FOR PROCUREMENT OF PROFESSIONAL SERVICES (hereinafter "Contract") is entered into between the JEFFERSON COUNTY BOARD OF EDUCATION (hereinafter "Board"), a political subdivision of the Commonwealth of Kentucky, with its principal place of business at 3332 Newburg Road, Louisville, Kentucky 40218 and Kaplan K12 Learning Services, LLC (hereinafter "Contractor"), with its principal place of business at 395 Hudson Street, 4th Floor, New York, NY 10014.

WITNESSETH:

WHEREAS, the Board desires to procure the particular services of Contractor, which are more fully defined below; and

WHEREAS, Contractor has held itself out to be competent and capable of performing the services contracted for herein;

NOW, THEREFORE, in consideration of the mutual promises and agreements hereinafter set forth, the Board and Contractor (hereinafter "Parties") agree as follows:

ARTICLE I

Entire Agreement; Amendments

This Contract is the entire agreement between the Parties and supersedes any and all agreements, representations and negotiations, either oral or written, between the Parties before the effective date of this Contract. This Contract may not be amended or modified except in writing as provided in Article VIII. This Contract is supplemented by the Board's Procurement Regulations currently in effect (hereinafter "Regulations") that are incorporated by reference into and made a part of this Contract. In the event of a conflict between any provision of this Contract and any provisions of the Regulations, the Regulations shall prevail.

ARTICLE II

Services

Contractor agrees to perform the following services (hereinafter "Services") of a quality and in a manner that is within the highest standards of Contractor's profession or business. The Services are as follows:

Custom ACT Complete Prep: On Site: full turnkey approach to helping students prepare for college entrance exams through classroom instruction, timed testing and review activities, prescribed online lessons, full-length practice assessments, and a wealth of test readiness materials. To be held

October, 2013 through March, 2014 at Doss High School.

In regards to Article XII (Contractor's Work Product), the Board acknowledges that Contractor owns the copyrights to all tangible or electronic presentation materials, handouts, and/or program books ("materials") used in conjunction with the services performed under this Contract and that no materials will be developed specifically for the Board under this Contract. Contractor shall retain all copyrights owned prior to entering into this Contract, and the Board may not reproduce any materials not designated reproducible without the express written permission of the Contractor.

ARTICLE III Compensation

The Board shall pay Contractor the total amount stated below (hereinafter "Contract Amount"). The Contract Amount shall be paid in a lump sum upon completion of the Services, unless a schedule of progress payments is stated below. The Contract Amount shall be for total performance of this Contract and includes all fees, costs and expenses incurred by Contractor including but not limited to labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs and other costs, unless otherwise stated below. To receive payment, Contractor must submit an itemized invoice or invoices. If progress payments are authorized, each invoice must specify the actual work performed. If payment of costs or expenses is authorized, receipts must be attached to the invoice.

Contract Amount:	<u>\$14,380</u>
Progress Payments (if not applicable, insert N/A):	<u>\$7,190 on or by December 20, 2013</u> <u>\$7,190 on or by April 15, 2014</u>
Costs/Expenses (if not applicable insert N/A):	<u>N/A</u>
Fund Source:	<u>Extended School Year (\$14,380.00)</u>

ARTICLE IV Term of Contract

Contractor shall begin performance of the Services on September 24, 2013 and shall complete the Services no later than April 1, 2014, unless this Contract is modified as provided in Article VIII.

ARTICLE V Performance of Services by Contractor

The Services shall be performed by Contractor, and in no event shall Contractor subcontract with any other person to aid in the completion of the Services without the prior written approval of the Contract Administrator defined below.

Contractor shall appoint one person who shall be responsible for reporting to the Board on all Services performed under the terms of this Contract and who shall be available for consultation with the Contract Administrator.

Contractor is an independent contractor, not an employee. Contractor is responsible for the payment of all federal, state and local payroll taxes and providing unemployment insurance and workers compensation coverage to Contractor's employees. Contractor shall provide all equipment, materials and supplies necessary for the performance of the Services.

Contractor shall at all times during the term of this Contract comply with all applicable laws, regulations, rules and policies. Contractor shall obtain and keep in force all licenses, permits and certificates necessary for the performance of the Services.

Contractor agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation, including the Contractor himself, in connection with the performance of this Contract. Contractor also agrees to hold harmless, indemnify, and defend the Board and its members, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to Contractor in connection with the performance of this Contract. This provision survives termination of this Contract.

Unless waived in writing by the Contract Administrator, Contractor shall maintain during the term of this Contract policies of primary insurance covering the following risks and in at least the following amounts: commercial general liability, including bodily injury, property damage, personal injury, products and completed operations, and contractual, \$1,000,000; and automobile liability, \$1,000,000. Contractor shall furnish to the Contract Administrator certificates of insurance evidencing this coverage and naming the Board as an additional insured. Additionally, Contractor shall maintain workers compensation coverage with limits required by law; and professional errors and omissions coverage with minimum limits of \$1,000,000. Contractor shall furnish certificates of insurance evidencing this coverage to the Contract Administrator.

ARTICLE VI Equal Opportunity

During the performance of this Contract, Contractor agrees that Contractor shall not discriminate against any employee, applicant or subcontractor because of age, color, creed, disability, marital or parental status, national origin, race, sex, veteran status, religion, or political opinion or affiliation. If the Contract Amount is paid from federal funds, this Contract is subject to Executive Order 11246 of September 24, 1965 and in such event the Equal Opportunity Clause set forth in 41 Code of Federal Regulations 60-1.4 is hereby incorporated by reference into this Contract as if set forth in full herein.

ARTICLE VII Prohibition of Conflicts of Interest

It shall be a breach of this Contract for Contractor to commit any act which is a violation of the provisions of Article XI of the Regulations entitled "Ethics and Standards of Conduct," or to assist or participate in or knowingly benefit from any act by any employee of the Board which is a violation of such provisions.

ARTICLE VIII Changes

The Board and Contractor may at any time, by mutual agreement set forth in a written addendum, make changes in the definition of the Services; the scope of the Services; and the Contract Amount. The Contract Administrator and Contractor may, at any time, by mutual agreement set forth in a written addendum, make changes in the time within which the Services are to be performed; the schedule of Progress Payments; and mutual Termination of the Contract.

ARTICLE IX Termination for Convenience of the Board

The Board may terminate this Contract in whole or in part at any time by giving written notice to Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before the specified effective date. The Board shall compensate Contractor for Services satisfactorily performed through the effective date of termination.

ARTICLE X Termination for Default

The Board may, by written notice of default to Contractor, terminate the whole or any part of this Contract, if Contractor breaches any provision of this Contract, or so fails to make progress as to endanger performance of this Contract, and in either of these circumstances, does not cure the breach or failure within a period of five (5) days after receipt of notice specifying the breach or failure. In the event of termination for default, the Board may secure the required services from another contractor. If the cost to the Board exceeds the cost of obtaining the Services under this Contract, Contractor shall pay the additional cost. The rights and remedies of the Board provided in this Article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

ARTICLE XI Disputes

Any differences or disagreements arising between the Parties concerning the rights or liabilities under this Contract, or any modifying instrument entered into under Article VIII of this Contract, shall be resolved through the procedures set out in the Regulations.

ARTICLE XII Contractor's Work Product

Unless waived in writing by the Contract Administrator, the Board shall retain ownership in and the rights to any reports, research data, creative works, designs, recordings, graphical representations or other works of a similar nature (hereinafter "Works") produced or delivered by Contractor under this Contract. Contractor agrees that the Works are "works for hire" and Contractor assigns all right, title and interest in the Works to the Board.

Any reports, information, data, etc. given to or prepared or assembled by Contractor under this Contract shall not be made available to any individual or organization by Contractor without the prior written approval of the Board. Provided, nothing in this Article may be used to violate the provisions of any Kentucky or Federal statute or regulation which requires reporting of information.

ARTICLE XIII
Contract Administrator

The Board shall appoint a Contract Administrator for the purposes of daily administrative decision-making pertaining to the Contract. If Contractor and the Contract Administrator disagree on any circumstance or set of facts pertaining to the administration or execution of this Contract, the Board shall resolve the matter after notification by either the Contract Administrator or the Contractor in the manner prescribed by the Regulations. If the Board fails to give notice to Contractor of the appointment of a Contract Administrator, the Contract Administrator shall be the Board's Chief Financial Officer.

ARTICLE XIV
Right to Audit

The Board shall have the right to inspect and audit all accounting reports, books or records which concern the performance of the Services. Inspection shall take place during normal business hours at Contractor's place of business. Contractor shall retain all records relating to the performance of this Contract for five (5) years after the end of the term of this Contract.

ARTICLE XV
Miscellaneous

- A. All Articles shall be construed as read, and no limitation shall be placed on any Article by virtue of its descriptive heading.
- B. Any notices or reports by one Party to the other Party under this Contract shall be made in writing, to the address shown in the first paragraph of this Contract, or to such other address as may be designated in writing by one Party to the other. Notices shall be effective when received if personally delivered, or three days after mailing if mailed.
- C. If any part of this Contract is held to be void, against public policy or illegal, the balance of this Contract shall continue to be valid and binding.
- D. This Contract shall be governed and construed in accordance with the laws of the Commonwealth of Kentucky.
- E. No delay or omission by either Party in exercising any right under this Contract shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of this Contract.
- F. At all times during the term of this Contract, Contractor shall comply with the Family Educational Rights and Privacy Act of 1974. If Contractor has access to student records, Contractor shall limit its employees' access to those records to persons for whom access is essential to perform this Contract.
- G. Contractor shall be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that apply to the Contractor or subcontractor for the duration of this Contract and shall reveal any final determination of a violation by the Contractor or subcontractor of the preceding KRS Chapters.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract to be effective as of September 24, 2013.

Contractor's Social Security Number or Federal Tax ID Number: 80-0784387

JEFFERSON COUNTY BOARD OF
EDUCATION

Kaplan K12 Learning Services, LLC
CONTRACTOR


By: _____

By: 

Title: Donna M. Hargens, Ed.D.
Superintendent

Title: Seppy Basili
Vice President & General Manager

Cabinet Member: 


(Initials)

Jefferson County Public Schools
**NONCOMPETITIVE NEGOTIATION
DETERMINATION AND FINDING**

1. An emergency exists which will cause public harm as a result of the delay in competitive procedures (Only the Superintendent shall declare an emergency.) —

State the date the emergency was declared by the superintendent: N/A

2. There is a single source for the items within a reasonable geographic area —

Explain why the vendor is a single source: N/A

3. The contract is for the services of a licensed professional, education specialist, technician, or an artist —

State the type of service: ACT Preparation Courses

4. The contract is for the purchase of perishable items purchased on a weekly or more frequent basis —

State the item(s): N/A

5. The contract is for proprietary item(s) for resale: This can include the buying or selling of item(s) by students when it is part of the educational experience —

State the type(s) of item(s): N/A

6. The contract is for replacement parts when the need cannot be reasonably anticipated and stockpiling is not feasible —

State the item(s): N/A

7. The contract or purchase is for expenditures made on authorized trips outside the boundaries of Jefferson County Public Schools —

State the location: N/A

8. The contract is for a sale of supplies at reduced prices that will afford Jefferson County Public Schools a savings (Purchase must be approved by Director of Purchasing) —

Explain the logic: N/A

9. The contract is for the purchase of supplies which are sold at public auction or by receiving sealed bids —

State the items: N/A

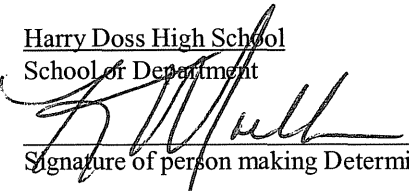
I have determined that, pursuant to K.R.S. 45A. 380, the above item(s) should be obtained by the Noncompetitive Negotiation Methods since competition is not feasible.

Ken Moeller, Principal

Print name of person making Determination

Harry Doss High School

School or Department


Signature of person making Determination

8/28/13
Date

KAPLAN K12 Learning Services, LLC

Name of Contractor (**Contractor Signature Not Required**)

Requisition Number

Explanation of Noncompetitive Negotiation Methods can be found under K.R.S. 45A.380 and on page 15 in the Procurement Regulations

F-471-1

Revised 05/2011



Kaplan K12 Learning Services, LLC Partnership Proposal

Monday, August 26, 2013

Presented to:

Mary Jo Rist
College Readiness Coordinator
Doss High Magnet Career Academy
Louisville, KY

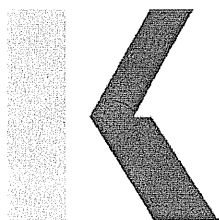
Presented by:

Cindy Kelly
Kaplan K12 Learning Services, LLC
(610) 283-4234
cindy.kelly@kaplan.com

395 Hudson Street, 4th Floor,
New York, NY 10014
1-888-KAPLAN8, ext. 1
www.kaplank12.com



Overview



Kaplan K12 Learning Services, LLC (Kaplan or Kaplan K12) partners with schools and districts to measurably propel student achievement. We deliver the highest-quality online, blended, and print programs to address the needs of students in the areas of College Preparation and State Test Readiness. As a trusted consultant, we help educators obtain defined school transformation results through on-site and online professional development offerings, turnkey classroom solutions, and implementation support that promote college- and career-readiness for all students.

Kaplan solutions support partners in helping students build foundational skills needed meet and exceed state-specific and/or Common Core State Standard expectations; develop strategies that students need for success on standardized tests for grades 3-high school; increase expertise in taking the PSAT/NMSQT, SAT, ACT, and AP exams; and/or gain insight into the college admissions process. In addition, Kaplan solutions aim to increase the capacity of educators through high-quality professional development sessions, a range of workshops, turnkey classroom offerings, and other related implementation services.

Partnership Offering

The Kaplan offering for **Doss High Magnet Career Academy** includes the following program(s).

Kaplan-Taught Classes

Custom *Kaplan-Taught Advantage: ACT Classes* provide targeted review of the key content and strategies needed to succeed on the ACT. Kaplan instructors teach classes on-site through comprehensive instruction, assessments, and reports.

- Expert Kaplan instructors deliver classes to students and manage all aspects of this turnkey solution.
- Kaplan's SmartPoints™ in the program provide systematic and strategic approaches to test readiness so that students build the skills they need to improve their performance.
- Students benefit from lessons that help bridge the gap between content knowledge and their performance on the ACT.
- Kaplan's 75-year test preparation expertise provides students with the content review and strategy knowledge that they need to perform their best on the ACT. Assessments allow Kaplan instructors to diagnose students' needs, regularly monitor performance, and measure improvement; electronic reports, delivered at the end of the program, allow Kaplan partners to view student performance in the classes.

The program offering includes:

Classes Delivered by Kaplan Instructors

- Expert Kaplan instructors effectively deliver all instruction to students, either On Site at the local building or via Classroom Anywhere technology over the Internet.
- These staff members have completed the Kaplan Teacher Academy, an intensive training program that includes instruction in the program that they teach, classroom management skills, ways to engage students, differentiated instruction techniques to support all types of student learners, standards-based teaching strategies, and overall training in the Kaplan methodology.
- Kaplan instructors have also cleared all necessary background checks.
- Courses are flexible and tailored to a range of implementation needs (as outlined in the Scope of Work).

Site Logistics

- Partnership Planning Meetings ensure that both educators and Kaplan staff members have clearly outlined program goals, timelines, classroom locations, security information, and other related class-start information.
- Kaplan staff members ensure that tracking of materials, scheduling of classes, and monitoring of program success occurs on a regular basis to meet the goals of the partnership.

Student Materials

- Robust course materials ensure that students get the skill- and/or strategy-based instruction they need to improve their performance.
- Sessions ensure that classes scaffold learning and give students the essential practice they need on key skills and strategies.
- Scaffolded lessons provide direct instruction, guided practice and independent practice
- Differentiated activities help maximize student learning.

Full-Length Practice Tests & Formative Assessments

- Full-length practice tests are built into the course schedule to give students the essential practice they need in the format of the college entrance exam.
- Formative assessments in each lesson give students ongoing practice to refine their skills.

Student Reports

- Full-length practice test results (overall as well as subject area performance) give students insight into their scores.
- Additional reports analyze strengths and weaknesses and include customized study plans tailored to student needs.

Educator Reports

- End of program reports summarize key components of the Kaplan-Taught classes, including descriptions of the curriculum, implementation model, and best practices.
- Data includes attendance results as well as performance data, if full-length practice tests are built into the customized program (as defined in the Scope of Work).

Scope of Work

The scope of work for this Proposal includes the offering(s) listed below.

Kaplan-Taught Classes

Implementation Model			
# School(s)	1	# Class(es)	Up to 2
Grade Level(s)	11 th	Total Program Hours	Up to 37 <ul style="list-style-type: none">• 33 instructional• 4 practice test
# Students	Up to 50	Total Class Sessions	Up to 12 <ul style="list-style-type: none">• 11 instructional• 1 practice test
Subject Area(s)	ACT	# Day(s) per Week	1 (Mondays)
Class Size	Up to 25 per class	# Hour(s) per Day	3 hours per instructional session 4 hour per practice test
Program Start	1 st class: October 2013 2 nd class: January 2014	Program End	1 st class: December 2013 2 nd class: March 2014

Custom *Kaplan Advantage: ACT: On Site* class(es)

- Services
 - Kaplan instructors to deliver classes to students
 - Site coordination to manage program logistics and implementation
 - End-of-program report to summarize attendance results and other key program components
- Materials
 - Print-based materials for *Kaplan Advantage: ACT*
 - Up to 1 practice test

Partnership Pricing

The pricing for the Kaplan partnership is as follows.

Product Name*	Quantity	Item Total**
Custom Kaplan Advantage: ACT On Site class (~37 hour program for up to 25 students delivered on site; includes: materials, tests, reports, and instruction delivered by Kaplan)	1 program accommodating up to 50 students; up to 25 per class	\$14,380.00
Subtotal**:		\$14,380.00
Shipping*: 0%		\$0.00
Tax**: 0%		\$0.00
Total**:		\$14,380.00
Total if Tax Exemption Certificate is on file:		\$14,380.00

*Shipping rates of 8% (ground), 12% (second day), and 16% (overnight) may be charged on materials; if ground shipping is included, then 4% (second day) or 8% (overnight) may be charged on materials.

**Organizations must provide a Tax Exemption Certificate to Kaplan K12 Learning Services, LLC to be exempt from additional tax charges.

*Test names and other trademarks are the property of the respective trademark holders. Unless stated explicitly, no endorsement of this information, service, or product by any company or person should be made or implied.

**Pricing may only be available with the bundles and quantities listed, the scope of work listed, or via a promotional offer that cannot be combined with other offers. If bundles or quantities, scope of work, or promotion changes, the price is subject to change. Kaplan reserves the right to change prices anytime after the quote expires.

For a successful Kaplan partnership:

- The purchase order and/or contract is needed at least **4 weeks** (Kaplan-Taught classes), **2 weeks** (workshops), **2 weeks** (books), and/or **1 week** (online) **prior to the start**.
- Please click [Partnership Responsibilities](#) or view **Appendix A** for important information about this proposal.
- For Kaplan-Taught classes, click [Roster](#) and [Class Schedule](#) or view **Appendix B** and **C** and submit these forms two (2) weeks prior to the start.
- For online programs, click [Roster](#) or view **Appendix B** and submit this form two (2) weeks prior to the start.

Send orders via fax to (877) 712-5487 or email K12_operations@kaplan.com and address to:

Kaplan K12 Learning Services, LLC - 395 Hudson Street, 4th Floor, New York, NY 10014

Proposal #: DHMCA 8/26/2013 1:39 PM Term of service: October 2013 to March 2014

Expiration: one month after quote

If you have questions, please contact **Cindy Kelly** at (610) 283-4234 or cindy.kelly@kaplan.com.

Appendix A – Partnership Responsibilities

To ensure a successful partnership, Kaplan requests that the partner:

- Assign a contact person to oversee this program, act as a single point of contact for Kaplan, attend partnership meetings, stay abreast of the program's progress, encourage completion of relevant survey and attendance forms, provide secure locations to store Kaplan materials, and designate contacts at each participating school, if applicable
- Encourage and support the recommended Kaplan implementation model to ensure best-practice usage

For professional development and/or workshop offerings, Kaplan also requests that the partner:

- Provide sufficient space for Kaplan to conduct the workshops at no charge to Kaplan, including presentation equipment, as appropriate
- Inform educators, students and/or families about the specific workshop calendar
- Promote attendance and assist in the completion of sign-in/attendance sheets, as applicable

For Kaplan-Taught Programs, Kaplan also requests that the partner:

- Provide a sufficient number of classrooms for Kaplan to teach students at no charge to Kaplan, including presentation equipment, as appropriate
- Make program announcements about relevant times and dates to encourage and maintain enrollment
- Promote student attendance, providing family phone numbers or calling families to help with retention
- Assist in disciplinary actions, based on an agreed-upon disciplinary policy
- Share necessary student history information (such as Individual Education Plans or medical needs), as appropriate
- Outline any requirements for Kaplan instructors (such as tuberculosis testing or fingerprinting)
- Complete the student roster and class schedule forms at least two (2) weeks prior to class start date(s)

For programs that involve technology, Kaplan also requests that the partner:

- Meet the technical requirements listed below
- Supply students with headsets (these are not available through Kaplan)

Internet Connection	Consistent, high speed connection - Kaplan recommends a T1 line or better.
Internet Connection Speed	56 kbps of Internet download bandwidth per user for <i>On Demand</i> , <i>Teach! Strategies & Resources</i> , and <i>Kaplan Online: K-8</i> ; or 81 kbps per user for <i>Complete - Classroom Anywhere</i> . Kaplan recommends a 512 kbps or faster connection for best user experience.
Local Area Network	To calculate requirements, multiply 56 kbps or 81 kbps times the number of students in a program. Ethernet (wired connection) recommended. Kaplan can assist the partner organization in assessing bandwidth.
Processor (CPU)	PC: Pentium IV processor or equivalent (1.4 Ghz or higher recommended); Mac: PowerPC 500 MHz or Intel Core Duo 1.33 GHz or higher for <i>On Demand</i> , <i>Teach! Strategies & Resources</i> , and <i>Kaplan Online: K-8</i> ; or Intel Core Duo 1.83 GHz or higher for <i>Complete - Classroom Anywhere</i>
Memory (RAM)	512 MB RAM Minimum (1GB or higher recommended) for <i>On Demand</i> , <i>Teach! Strategies & Resources</i> , and <i>Kaplan Online: K-8</i> ; or 512 MB RAM Minimum (1.4 GHz or higher recommended) for <i>Complete - Classroom Anywhere</i>
Monitor	1024x768 screen resolution
Operating System	PC: Windows XP, Windows Vista, or Windows 7; Mac: OS X
Browser	IE 8 or higher; Firefox 4 or higher; Safari 5 - Cookies and Javascript must be enabled.
Other	Adobe Flash Player Version 10.2 or higher; Adobe Acrobat Reader 7.0 or higher
Kaplan's <i>Digital Flashcards</i> (SAT and ACT), <i>On Demand / Complete</i> educator reports (Track) and <i>Teach! Strategies & Resources</i> are also compatible on Android 3.0 or higher, or iOS4 or higher.	

Appendix B – Roster for Technology and/or Kaplan-Taught Programs

Please complete and return to your Kaplan contact at least two weeks prior to the class start,
adding rows based on the number of participating students.

An online version of this form is located here ([Appendix B - Roster](#)) to make it easier to complete.

*required fields							
	Student			Guardian			
	First Name*	Last Name*	Email Address	First Name	Last Name	Tel. Number	Email Address
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25	(add additional rows, as needed)						

Appendix C – Class Schedule for Kaplan-Taught Programs

Please complete the chart that is appropriate for your program (modifying, as needed, based on the implementation model) and return to your Kaplan contact at least two weeks prior to the class start.

An online version of this form is located here ([Appendix C - Class Schedule](#)) to make it easier to complete.

ACT Complete Prep				SAT Complete Prep			
	Session	Date	Time		Session	Date	Time
0	1 Hour - Technology Orientation (Anywhere only)			0	1 Hour - Technology Orientation (Anywhere only)		
1	4 Hours - Intro & Practice Test			1	4.5 Hours - Intro & Practice Test		
2	3 Hours - Instruction			2	3 Hours - Instruction		
3	3 Hours - Instruction			3	3 Hours - Instruction		
4	4 Hours - Practice Test			4	4 Hours - Practice Test		
5	3 Hours - Instruction			5	3 Hours - Instruction		
6	3 Hours - Instruction			6	3 Hours - Instruction		
7	4 Hours - Practice Test			7	4 Hours - Practice Test		
8	3 Hours - Instruction			8	3 Hours - Instruction		
9	4 Hours ACT test			9	4 Hours Practice Test		
10	3 Hours - Instruction			10	3 Hours - Instruction		
PSAT Complete Prep (On Site)				PSAT Complete Prep (Classroom Anywhere)			
	Session	Date	Time		Session	Date	Time
1	2.5 Hours - Practice Test			1	1 Hour - Orientation		
2	3 Hours - Instruction			2	2.5 Hours - Practice Test		
3	3 Hours - Instruction			3	3 Hours - Instruction		
4	3 Hours - Instruction			4	3 Hours - Instruction		
5	3 Hours - Instruction			5	2.5 Hours - Practice Test		
6	2.5 Hours - Practice Test			6	3 Hours - Instruction		
7	3 Hours - Instruction						
Custom Kaplan-Taught Program				SHSAT Kaplan-Taught Program			
	Session	Date	Time		Session	Date	Time
1				1	3 Hours - Practice Test		
2				2	3 Hours - Instruction		
3				3	3 Hours - Instruction		
4				4	3 Hours - Instruction		
5				5	3 Hours - Instruction		
6				6	3 Hours - Practice Test		
7				7	3 Hours - Instruction		
8				8	3 Hours - Instruction		
9				9	3 Hours - Instruction		
10				10	3 Hours - Strategic Review		
11				11	3 Hours - Practice Test		
12				12	3 Hours - Strategic Review		
13							
14							
15	(add additional rows as needed)						

RATIONALE OF SERVICES

Rationale for Jefferson County Procurement of Professional Services Contracts, Memorandum of Agreement, Memorandum of Understanding

I. Explain how this service or memorandum is directly connected to the District's Strategic Plan?

This service is directly connected to the District's Strategic Plan Focus Area of Graduation and Beyond.

Goal #2-Every student graduates prepared for his or her postsecondary choice- for college or career, and life.

Strategy 2.1 references the utilization of predictive data to inform interventions.

Based on our school's predictive data of PLAN and ACT, we have targeted up to 50 junior and senior students who will benefit from the KAPLAN ACT prep program during the 2013-14. This program will allow for interventions in the subjects of English, Math, Reading and Science so that students may achieve the necessary benchmarks required to be considered college ready.

II. What are the outcomes?

The intended outcome for the ACT interventions is to increase the number of students meeting College Readiness benchmarks for juniors and senior based on December ACT and March ACT data. Increasing the percent of students meeting College Readiness Benchmarks would decrease the number of students requiring interventions as seniors, allowing for more intense and sustainable interventions for a smaller target group. The ultimate goal is to meet the CCR 2015 deliver target of 55.5%.

III. What are the processes and procedures?

Current juniors and seniors have been identified and targeted for the extended learning opportunity from data analysis of the September 2012 PLAN and March 2013 ACT. Up to fifty (50) current juniors and seniors will be targeted based on scoring below English (18), Math (19), and/or Reading (20) benchmarks and proximity to meeting benchmark

(1-2 points below). This group of targeted students will receive ACT interventions from an outside, independent contractor in preparation for the December ACT.

IV. What is the sustainability plan?

The goal with this service is to provide interventions to our juniors and seniors so that our pool of students who need interventions during their junior/senior year will drastically decrease over time.

In order to create a culture of proactivity as it relates to the District Goal of Graduation and Beyond, our CSIP for the 2013-2014 school year outlines the expectation that 75% of all courses will have skill alignment. This skill alignment will be between ACT academic skills, content standards and career readiness skills. This goal will be reinforced through the school purchased software programs of Eprep and Study Island, which is also aligned with the District Strategic Plan Goal #1.

By systematizing early interventions related to college and career readiness during the school year and throughout the summer, we can create a culture of college/career readiness that can be sustained at the classroom level.

Also outlined in the 2013-2014 CSIP are student goal-setting/monitoring sheets. These sheets will be maintained at the individual student level and school level; students can be trained to self-monitor their progress along with the faculty and staff. This system will act as an additional support to identifying students in need of early interventions as it relates to their college/career goals.