

**AUTHORIZE A NEW AGREEMENT WITH AMERICAN INSTITUTES FOR RESEARCH IN THE BEHAVIORAL SCIENCES DBA AMERICAN INSTITUTES FOR RESEARCH TO CONDUCT EVALUATIONS OF MAGNET SCHOOLS ASSISTANCE PROGRAM (MSAP) GRANT SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize a new agreement with American Institutes for Research in the Behavioral Sciences dba American Institutes for Research (AIR) to conduct the evaluation plan each year of the five year Magnet Schools Assistance Program (MSAP) Grant at an estimated annual cost set forth in the Compensation Section of this report. Vendor was selected on a non-competitive basis pursuant to Board Rule 7-6. This item was presented to the Single/Sole Source Committee on January 31, 2023, and approved by the Chief Procurement Officer. Prior to approval as a Single Source, the item was published on the Procurement website on January 31, 2023, found here: [cps.edu/procurement](http://cps.edu/procurement). The item will remain on the Procurement website until the February 22, 2023 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 : Hinton-Knowles, Demetra / 773-553-2280

**VENDOR:**

- 1) Vendor # 68697  
AMERICAN INSTITUTES FOR RESEARCH  
IN THE BEHAVIORAL SCIENCES DBA  
AMERICAN INSTITUTES FOR RESEARCH  
1400 CRYSTAL DRIVE 10TH FLR  
ARLINGTON, VA 22202-3289

Joseph Wagner, Jr.  
202 403-6152

Ownership: Not-for-profit

**USER INFORMATION :**

Contact:  
10810 - Teaching and Learning Office  
  
42 West Madison Street  
  
Chicago, IL 60602  
  
Beck, Mary Patricia  
  
773-553-1216

Project

Manager: 10845 - Advanced Learning and Specialty Programs

42 West Madison Street

Chicago, IL 60602

Lewis, Preston K

773-535-5100

**TERM:**

The term of this agreement shall commence on March 1, 2023 and shall end February 29, 2028. 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:**

CPS was awarded a five year Grant from the U.S. Department of Education to transform two K-8 elementary schools through the Board's Magnet Schools Assistance Program ("MSAP"). CPS has engaged Vendor to be the external evaluator of MSAP, providing project management, data collection, data analysis, and reporting services in an evaluation with formative, performance, and summative components. Vendor will conduct the following activities: observations of classrooms, interviews and focus groups, distribution of surveys and analysis of results, and analysis of student achievement data.

**DELIVERABLES:**

Vendor will provide project management, data collection, data analysis, and reporting services in the form of an evaluation with formative performance, and summative components. Deliverables from this evaluation process includes the following:

- Conduct a formative evaluation to provide feedback toward program improvement and assess progress toward objective performance measures.-Review all student protocols, procedures, data security and protection of human subjects.-Meet with CPS regularly to discuss the progress of the evaluation activities (at least monthly)-Provide quarterly memos with status updates for each school and a summary of updates for the overall project to the Project Director.
- Examine impact of STEM programming on student outcomes.
- Create protocols and conduct teacher/parent-guardian focus groups annually.
- Create protocols and conduct principal interviews annually.
- Create protocols and conduct classroom observations annually.
- Create protocols and conduct teacher, student, and parent surveys.
- Conduct data analysis of:
  - Applications for enrollment.
  - Focus group and interview responses.
  - Classroom observation data.
  - Survey responses.
  - Student achievement data.

**OUTCOMES:**

Vendor's services will result in the following:

- Show growth each year in meeting the objectives outlined in the evaluation plan.
- Improve implementation practices at each school.
- Offer relevant family and community engagement activities that meet the unique needs of diverse school communities at each site.

- Improve instructional practices at each school and build capacity of teachers to implement a rigorous STEM program.
- Increase enrollment at each school based on the implementation of a rigorous STEM program.

**COMPENSATION:**

Vendor shall be paid an amount not to exceed \$997,911 as invoiced and in accordance with the services outlined in the agreement. Estimated annual costs for the five (5) year term are set forth below:

FY23 \$178,442  
FY24 \$181,658  
FY25 \$188,799  
FY26 \$197,688  
FY27 \$251,324

**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 of Teaching and Learning 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 with a not-for-profit organization.

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 324, Advance Learning and Specialty Programs, Unit 10845

FY23 \$178,442  
FY24 \$181,658  
FY25 \$188,799  
FY26 \$197,688  
FY27 \$251,324

Not to exceed \$997,911 for the five (5) year 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).

Approved for Consideration:



PATRICIA HERNANDEZ  
Acting Chief Procurement Officer

Approved:



PEDRO MARTINEZ  
Chief Executive Officer

Approved as to Legal Form: 



JOSEPH T. MORIARTY  
General Counsel