

NOTICE OF SOLE SOURCE PROCUREMENT

Date: Tuesday, September 5, 2017

Vendor/Contractor: Staff Development for Educators

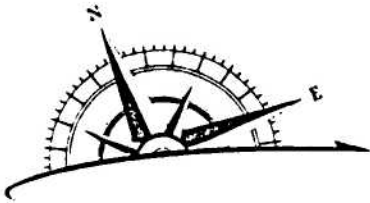
Contract Amount: \$66,500.00

Description of Services: Professional development for Title I schools pre-kindergarten and kindergarten teachers.

Sole Source Determination: Unique staff development focused on a very narrow audience addressing very specific issues associated with Title I kindergarten and pre-kindergarten teachers.

Date of Award: TBD

SEP 05 2017 AM 08:49



VIRGINIA BEACH CITY PUBLIC SCHOOLS CHARTING THE COURSE

Department of Teaching and Learning

MEMORANDUM

TO: J. Kevin Beardsley, Director of Office of Purchasing Services

FROM: Amy E. Cashwell, Ed.D., Chief Academic Officer *AC*
Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning *LKH*
Cristina N. Alsop, Director of Title I Programs *C. Alsop*

SUBJECT: SOLE SOURCE REQUEST

DATE: May 29, 2017

NAME OF COMPANY: STAFF DEVELOPMENT FOR EDUCATORS (SDE)

TOTAL DOLLAR AMOUNT: \$66,500.00

REQUISITION: Contract

JUSTIFICATION FOR SOLE SOURCE:

This memorandum is to certify that the professional learning Virginia Beach City Public Schools Title I schools will receive can only be conducted by Staff Development for Educators' author/presenter, Dan St. Romain. As a nationally recognized SDE behavior consultant, Mr. St. Romain regularly presents on topics impacting school climate, brain-based instruction, developmentally appropriate educational practices and ways teachers can develop the social-emotional growth of their students. Sample topics include: *Energizer Bunnies: They Just Keep Going & Going &; He's Just Going Through a Stage! A Guide to Developmentally Appropriate Practices; Improving Student Behavior: Do I Need to Move Your Clip?;* and *Mixed Messages: The Changing Face of Discipline.*

The consultant and his work were identified through the work of our Title I schools after a group of VBCPS educators attended the kindergarten conference by SDE. The professional development will equip VBCPS teachers with ready-to-use research-validated strategies, materials and a clear understanding about how to effectively use the resources to maximize student learning.

Mr. St. Romain will provide professional development to help kindergarten and pre-kindergarten educators shift their perspectives on behavior and to understand the best ways to provide social-emotional support given the challenges posed in today's classroom. Following the model developed by the Title I team for ongoing, job-embedded professional learning, Mr. St. Romain will begin his work with pre-kindergarten and Title I kindergarten teachers and assistants in whole-group settings during the 2017-2018 school year. Each group will have a half-day session. He will then work more extensively with teachers and administrators at four selected model schools. Each school will be given five half days from October through March. In the spring, Mr. St. Romain and teachers from the model schools will again present to the whole group to share and reflect upon the learning journey and to develop next steps for other schools.

The professional development by Dan St. Romain aligns with Compass to 2020 Goals 1, 3 and 4. The main focus of this work will center on high academic expectations and social-emotional development, while fostering a culture of growth and excellence for students, staff, parents and the community. For additional information, please contact Cristina N. Alsop at 263-1450 or email Cristina.Alsop@vbschools.com.

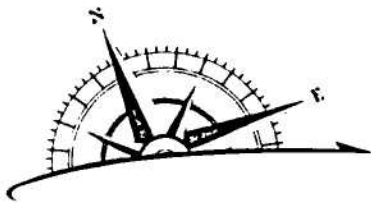
/ca

APPROVED:

J. Kevin Beardsley
J. Kevin Beardsley

DATE:

6/6/17



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning

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FROM: Amy E. Cashwell, Ed.D., Chief Academic Officer
Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning
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In December 2016, twenty-four kindergarten teachers from eight Title I schools and one member of the Department of Teaching and Learning Title I team attended the *I Teach K—VA Conference* in Richmond, VA. The teachers attended several sessions focused on mathematics, literacy and social-emotional development. The teachers were inspired by the sessions with Dan St. Romain and asked Title I to bring him to Virginia Beach to work with the Title I schools because he was credible, passionate and practical. They believed he could help transform their teaching and relationships with their students connecting to the work of Compass to 2020 Goals 1, 3 and 4.

Dan uniquely focuses on helping teachers, administrators and families shift their perspectives on behavior, understanding the best ways to provide support given the challenges posed today. The professional development will equip VBCPS teachers with ready-to-use research-validated strategies, materials and a clear understanding about how to effectively use the resources to maximize student learning. The books, songs and lessons he has written around social-emotional growth, for which Virginia Beach teachers were requesting, are proprietary and copyrighted to him, and his consulting services are only available through contracting with Staff Development for Educators (SDE). It is his approach that is unique in that it is the product of his own thinking and experience and it contains both new and changed concepts, approaches and methods.

Following the model developed by the Title I team for ongoing, job-embedded professional learning, Mr. St. Romain will begin his work with pre-kindergarten and Title I kindergarten teachers and assistants in whole-group settings during the 2017-2018 school year. Each group will have a half-day session. He will then work more extensively with teachers and administrators at four selected model schools. Each school will be given five half days from October through March. In the spring, Mr. St. Romain and teachers from the model schools will again present to the whole group to share and reflect upon the learning journey and to develop next steps for other schools.

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/ca

APPROVED: J. Kevin Beardsley
J. Kevin Beardsley

DATE: 9/1

Additional Supporting Information for Sole Source Justification

To: The Record

From: J. Kevin Beardsley, Director of Purchasing

Date: August 31, 2017

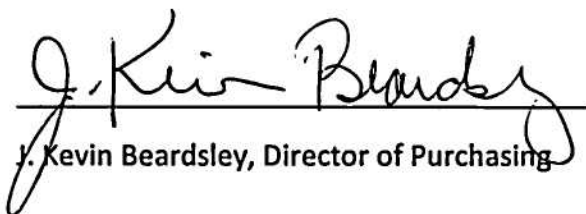
Subject: Sole Source Request: Staff Development for Educators

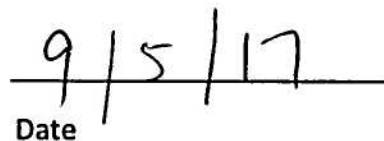
After reviewing the requirements for this contract and the qualifications of the person performing this staff development, I believe that it is not practicable to pursue competitive pricing for these services.

This is a unique staff development program designed for a very narrow audience addressing very specific issues concerning behavior adjustment for kindergarteners and pre-kindergarteners.

Mr. St. Romain also has a very unique background as a behavior specialist and in developing programs to certify other people as behavior specialist.

It would not be practicable, in my considered opinion, to devote the amount of staff time and effort required to pursue competitive pricing for this service. It would take considerable effort and staff time to define the required services, seek out other qualified firms, and evaluate and make an award. It is entirely possible the cost in staff time to the division might well exceed the cost of the proposed contract and it is very probable that, due to the very specific requirements, that there would be no competing proposals offered.


J. Kevin Beardsley, Director of Purchasing


Date



**GENERAL CONTRACT EXECUTION POLICY 3-89
FISCAL NOTE**

*OK'd 6/27/2017
Mr. Jocher
6/19/17
501705 C. Almy
6/16/17*

116.51700.603407.0104100.0000.0000.500105 \$ 9,466.66

Department of Teaching and Learning - Title I

116.517000.603407.0104100

\$56,799.34

SCHOOL/DEPARTMENT

ACCOUNT NUMBER

Staff Development for Educators (Dan St. Romain)

14 days - 09/25-27/17; 11/28-30/17; 01/17-18/18; 02/26-28/18; 04/16-18/18

CONTRACT INFORMATION

YEAR	FISCAL YEAR	(a) ESTIMATED COSTS	(b) ESTIMATED REVENUES	NET DIFFERENCE (a) - (b)
1	2017-2018	\$ 66,266.00		\$ (66,266.00)
2				\$ -
3				\$ -
4				\$ -
5				\$ -
TOTAL		<u>\$ 66,266.00</u>	<u>\$ -</u>	<u>\$ (66,266.00)</u>

SCHOOL CONTRACTS ONLY

SCHOOL BOOKEEPER VERIFICATION THAT FUNDS ARE AVAILABLE OR WILL BE AVAILABLE IN THE ABOVE ACCOUNT NUMBER

SCHOOL BOOKEEPER'S SIGNATURE

DATE

CAPITAL PROJECTS ONLY

TOTAL COST TO COMPLETE THE PROJECT:

PROJECT BUDGET:

CONTRACT BASE COST

RECEIVED
Virginia Beach City
JUN 16 2017
School Board
Business Services

\$ _____
\$ _____
\$ _____

RECEIVED
Virginia Beach City
JUL 24 2017
School Board
Business Services

[Handwritten Signature]

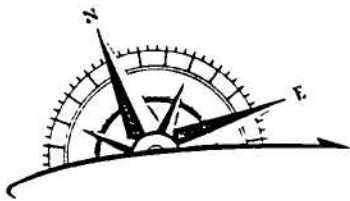
7/19/17

SCHOOL/DEPT. AUTHORIZED SIGNATURE

DATE

Note: See Section 19 (Contracts) in the Business Manual for Schools and Central Offices for further information on contract processing.

CITY ATTORNEY ANNEX
JUL 25-2017



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning

TO: Aaron C. Spence, Ed.D., Superintendent
FROM: Amy E. Cashwell, Ed. D., Chief Academic Officer
SUBJECT: **CONSULTING CONTRACT EXPLANATION: PROFESSIONAL LEARNING SERVICES WITH STAFF DEVELOPMENT FOR EDUCATORS--SDE (DAN ST. ROMAIN)**
DATE: January 19, 2017

Scope of Work:

Dan St. Romain will provide professional development to help kindergarten and pre-kindergarten educators shift their perspectives on behavior and to understand the best ways to provide social-emotional support given the challenges posed in today's classroom. Following the model developed by the Title I team for ongoing, job-embedded professional learning, Dan will begin his work with pre-kindergarten, EDK and Title I kindergarten teachers and assistants in whole-group settings. He will then work more extensively with teachers and administrators at four selected model schools. In the spring, Dan and teachers from the model schools will again present to the whole group to share and reflect upon the learning journey and to develop next steps for other schools.

Consultant Justification:

Dan St. Romain has the ability to connect with, hold the attention of, and energize audiences unlike other presenters. As a nationally recognized behavior consultant, he regularly presents on topics impacting school climate, brain-based instruction, developmentally appropriate educational practices, and how teachers can develop their students' social-emotional growth. Although his sessions are exceedingly interactive and entertaining, his greatest asset lies in his ability to offer participants rich insight into the connectedness between educational practices and student behavior.

In December 2016, twenty-four kindergarten teachers from eight Title I schools and one member of the DTAL Title I team attended the *I Teach K—VA Conference* in Richmond, VA. The teachers raved about the sessions with Dan St. Romain and asked Title I to find a way to bring him to Virginia Beach to work with the Title I schools because he was credible, passionate, and practical. They believed that he could help transform their teaching and interactions with their students.

After receiving his master's degree in education, Dan worked in both private residential and public school settings. His work as a self-contained behavior unit teacher, Educational Diagnostician, and Director of a Learning Resource Center afforded him experience at all levels, in both general and special education settings. Dan's consultative experience comes from his work as an Educational Specialist for the Education Service Center in San Antonio, Texas. While there, he designed a three-year program certifying individuals to serve as behavior specialists throughout the region. He also regularly provided technical assistance in the areas of behavior, special education, dropout prevention, school climate and developmentally appropriate practices. Currently, Dan works as a behavior consultant for the Alamo Heights Independent School District in San Antonio, Texas where his primary responsibility is to support students' social and emotional development.

Dan uniquely focuses on helping teachers, administrators and families shift their perspectives on behavior, understanding the best ways to provide support given the challenges posed in today's society. The books, songs and lessons he has written around social-emotional growth, for which Virginia Beach teachers were clamoring, are proprietary and copyrighted to him, and his consulting services are only available through contracting with Staff Development for Educators (SDE). He has a unique capability to provide this particular service. It is his approach that is unique in that it is the product of his own thinking and experience and it contains both new and changed concepts, approaches and methods.

Connection to Division Goals:

The professional development by speaker Dan St. Romain aligns with Compass to 2020 and the Teaching and Learning Framework's focus of ensuring that every student is challenged and supported to reach their full potential every day. The main focus of this work will center on high academic expectations and social-emotional development, while fostering a culture of growth & excellence for students, staff, parents and the community (Goals 1, 3 and 4).

Return on Investment or Scalability of Program:

The goal of the training is to provide professional learning focused on supporting academic achievement through social-emotional development. This professional learning is not a set program; it is designed to support systems which VBCPS already has in place and to give instructors practical strategies to strengthen positive behaviors through social-emotional skill development.

The impact will stretch beyond the classroom to homes and the community. This ongoing professional learning within the model schools will help develop teacher leaders in the areas of social-emotional growth and brain-based learning to support student success in school and beyond. Some of those teachers will be asked to develop PLP sessions to perpetuate the learning among other VBCPS teachers, and the Title I team will develop opportunities to continue the work in other schools by offering various professional development sessions for teachers and administrators. Through family engagement events and teacher/family relationships, parents will learn about the concepts, so they will be equipped to reinforce the skills and use consistent

language in the home setting. Informing and empowering families about the idea that we teach behavior just as we do any other skill, such as reading or math, will help them position their children for success.

True social-emotional growth takes place during natural teachable moments. When situations arise, teachers need to reference strategies to reinforce that growth. Specific takeaways from this training will include common language and key phrases such as:

- My brain controls my body.
- I have my own brain; I can make my own choices.
- Just because we think it, doesn't mean we should say it.
- We get what we need, but we don't always get what we want.
- Our differences make us special.
- Every person is gifted. Every person has challenges.
- We are all citizens. We take care of our community.

The ultimate goal is to eliminate achievement and opportunity gaps for students. To that end, each participant will be asked to identify specific takeaways and next steps for their community.

Approval: _____

Date: _____

Aaron C. Spence, Ed.D., Superintendent



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning

TO: Aaron C. Spence, Ed.D., Superintendent

FROM: Amy E. Cashwell, Ed.D., Chief Academic Officer

MEMO: **CONSULTING CONTRACT EXPLANATION: PROFESSIONAL LEARNING SERVICES WITH STAFF DEVELOPMENT FOR EDUCATORS—SDE (DAN ST. ROMAIN)**

DATE: June 9, 2017

Total Amount of Contract:

\$66,266

Scope of Work:

Dan St. Romain will provide professional development to assist kindergarten and pre-kindergarten educators in shifting their perspectives on behavior and understanding the best ways to provide social-emotional support given the challenges posed in today's classroom. Following the model developed by the Title I team for ongoing, job-embedded professional learning, Dan St. Romain will begin his work with pre-kindergarten and Title I kindergarten teachers and assistants in whole group settings. He will then work more extensively with teachers and administrators at four selected model schools. In the spring, Dan St. Romain and teachers from the model schools will again present to the whole group to share and reflect upon the learning journey and to develop next steps for other schools.

Consultant Justification:

Dan St. Romain has the ability to connect with, hold the attention of, and energize all audiences. As a nationally recognized SDE behavior consultant, he regularly presents on topics impacting school climate, brain-based instruction, developmentally appropriate educational practices, and how teachers can develop the social-emotional growth of their students. His sessions are exceedingly interactive and entertaining. His greatest asset lies in his ability to offer participants rich insight into the connectedness between educational practices and student behavior. Sample topics include:

- He's Just Going Through a Stage! A Guide to Developmentally Appropriate Practices (PreK-2)
- Improving Student Behavior: Do I Need to Move Your Clip? (PreK-5)
- Mixed Messages: The Changing Face of Discipline (PreK-12)
- Positive Behavior Principles (PreK-12)
- Transforming Discipline Problems into Teachable Moments (PreK-12)

Connection to Division Goals:

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Return on Investment or Scalability of Program:

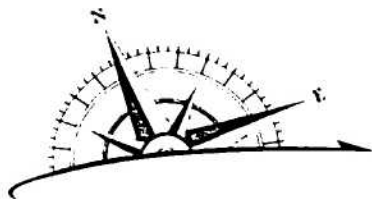
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The impact will stretch beyond the classroom to homes and the community. This ongoing professional learning within the model schools will help develop teacher leaders in the areas of social-emotional growth and brain-based learning to support student success in school and beyond. Teachers from the small schools will be invited to develop professional learning sessions to perpetuate the learning among other VBCPS teachers, and the Title I team will develop opportunities to continue the work in other schools by offering various professional development sessions for teachers and administrators. Through family engagement events and teacher/family relationships, the concepts will be shared with families to equip them to reinforce the skills and use consistent language in the home setting. Informing and empowering families about the idea that we teach behavior just as we do any other skill, such as reading or math, will help them position their children for success.

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Approved as to Content: _____
Marc A. Bergin, Ed.D., Chief of Staff

Approved: _____
Aaron C. Spence, Ed.D., Superintendent



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning

MEMORANDUM

TO: J. Kevin Beardsley, Director of Office of Purchasing Services

FROM: Amy E. Cashwell, Ed.D., Chief Academic Officer
Lesley L. Hughes, Ed.D., Executive Director of Elementary Teaching and Learning
Cristina N. Alsop, Director of Title I Programs

SUBJECT: SOLE SOURCE REQUEST

DATE: August 22, 2017

NAME OF COMPANY: STAFF DEVELOPMENT FOR EDUCATORS (SDE)

TOTAL DOLLAR AMOUNT: \$66,500.00

REQUISITION: Contract

JUSTIFICATION FOR SOLE SOURCE:

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/ca

APPROVED: 
J. Kevin Beardsley

DATE: 9/5/17