

CAMBRIDGE PUBLIC SCHOOLS

159 THORNDIKE STREET, CAMBRIDGE, MASSACHUSETTS 02141

17-10



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January 17, 2017

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT AWARD: Educational Support Services

RECOMMENDATION: That the School Committee award a contract to the following vendor for Educational Services; funds to be provided from the General Fund. Procurement procedures for this contract have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
uAspire 31 Milk Street, Suite 900 Boston, MA 02109	9/1/16 – 6/30/17	\$35,000.00

DESCRIPTION: This contract is for college affordability advice for CRLS students and families.

SUPPORTING DATA: RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12..."motions calling for the appropriation or expenditure of money shall require the affirmative vote of four members."

BUDGET REFERENCES:

ACCOUNT:	55107	Instructional Services
FUND:	15000	General Fund
ORG:	830250	CRLS/General Instructional Support
PROJ:		

Respectfully Submitted,


Kenneth N. Salim, Ed.D.

es Superintendent of Schools



SUPPLEMENTAL INFORMATION: UASPIRE

Purpose: To provide CRLS senior students and their families with individualized, small and large group support with the college admissions, college applications, and financial aid processes.

Amount of Contract: \$35,000

Description/Scope of Services: The vendor will provide CRLS students and their families with information on and assist with college selection, the college admissions process, and completing a college application. The vendor also will provide CRLS students and families with information on and assist with applying for financial aid, including assistance with completing the Free Application for Federal Student Aid (FAFSA), CSS Profile, institutional financial aid and other financial aid. The vendor also will provide information and teach students and families how to identify and apply for appropriate scholarships.

Specifically, the vendor will:

- Meet individually with each CRLS senior class student at least one time during the school year.
- Provide the opportunity for students and families to participate in one-on-one information and advising service activities at the CRLS campus during regular school hours and at CRLS (or an off-site location) during after-school and evening hours. Provider shall be available for up to 16 hours per week, beginning December 1, 2016 through June 15, 2017. Students and families also will have access to the provider via email and telephone outside of these designated hours.
- Deliver informational sessions to small and large groups of students in a classroom setting. The provider will coordinate and collaborate with the CRLS Coordinator of Guidance and Principal on the information session's specific topics and content and scheduling of these sessions.
- Deliver information workshops to students and families during and/or after-school and evening hours. Proposed workshops may include, but are not limited to: *Understanding Financial Aid*; *Understanding Your Student Aid Report (SAR)*, and *Private vs. Federal Loans*. The vendor will coordinate and collaborate with the CRLS Coordinator of Guidance and Principal on the workshop's specific topics and content and the scheduling of these workshops.
- Develop and implement a strategic plan to continue to support CRLS students once they have graduated (specifically during the summer months prior to them attending college) to ensure that they continue to meet all the college admission and financial aid deadlines requirements. Such a plan may include summer text message and email support.
- Collaborate with the CRLS Coordinator of Guidance and administration on and participate in the financial aid and college planning events for students and families.
- Join the City of Cambridge's College Success Initiative and participate as a member of this initiative's Advisory Committee and Financial Sub-committee.