

**(ATTACHMENT 13) ACTION ON THE AWARD OF PROFESSIONAL SERVICES CONTRACTS**

Purchase Requisition Number: CR016879

Contract Number: C023899

Vendor Number: V0848565

**MILWAUKEE BOARD OF SCHOOL DIRECTORS  
PROFESSIONAL SERVICES CONTRACT  
SECOND EXTENSION & MODIFICATION**

On June 26, 2015, the Milwaukee Board of School Directors (“MPS” or “Board”) and Renaissance Learning, Inc. (“Contractor”) entered into Professional Services Contract number C023899 (as amended, “Contract”) with a term of July 1, 2015 through June 30, 2016. The Contract, (¶ 2), provided for two additional one-year extensions upon mutual written consent of the parties and in consideration of the performance metrics listed in RFP 876 therein. The parties extended the Contract for the first additional one-year term from July 1, 2016 through June 30, 2017 and executed the Professional Services Contract Extension & Modification to that effect (“the First Extension”). The parties now mutually agree to extend the Contract for the second and final additional one-year term.

As such, the Contract will be extended for a second term, from July 1, 2017 through June 30, 2018 (“Year 3”) under the same terms and conditions as set forth in the Contract, except as specifically set forth below.

The amount to be encumbered on the Contract shall not exceed \$808,910.00 in Year 3.

In accordance with ¶ 19 of the Contract, the parties modify those terms and conditions identified below.

**MODIFIED TERMS:**

1. All terms found in the First Extension regarding the obligations of Year 2 are preserved.
2. The following terms regarding Year 3 are added to Paragraph 1 of the Contract:
  - a. The bullet pointed list of assessments available shall be as follows:
    - Fully Normed Star Reading – Grades 1-12
    - Fully Normed Star Early Literacy – Grades Pre-K-3
    - Fully Normed Star Math – Grades 1-12
    - Star Reading Spanish, with user norms – Grades 1-8
    - Star Math Spanish, with user norms – Grades 1-8
    - Star Early Literacy Spanish, with user norms – Grades Pre-K-3
    - Un-normed Star Reading Spanish – Grades 9-12, pending completion of calibration testing set forth below
    - Un-normed Star Math Spanish – Grades 9-12, pending completion of calibration testing set forth below (collectively, the Star Spanish products are referred to as the “Spanish Assessments”)
    - Star Custom is a fixed-form assessment tool that includes CCSS-aligned item bank and a CBM component.
  - b. Fully Normed has the same meaning as identified in the First Extension.
  - c. Exhibit A-1, attached hereto and incorporated by reference, reflects the professional development services available to MPS for Year 3.
  - d. The following benchmark dates are agreed to in Year 3:
    - i. All assessments currently available to MPS will continue to be available, in their current form, to MPS upon commencement of Year 3 of the Contract.
    - ii. Contractor is currently conducting a user norms study for Spanish Assessments for Early Literacy (grades Pre-K-3), Reading (grades 1–8) and Math (grades 1–8).

- iii. Once the user norms studies in (ii) above are complete, user norms studies for Spanish Assessments for Reading (grades 9–12) and Math (grades 9-12) will begin.
- iv. Contractor will make available Spanish Assessments for Reading (grades 9-12) and Math (grades 9-12) after calibration testing is completed, which will occur between February 1, 2017 and December 31, 2017. Contractor will communicate the availability date for these Spanish Assessments to MPS by July 20, 2017. Prior to the start of the 2018-19 school year, Contractor will conduct a user norms study and the data from such Spanish Assessments for Reading (grades 9-12) and Math (grades 9-12) will be provided to MPS.
- v. No later than August 1, 2017, Contractor will provide MPS a list, in writing, of all reports that are available to MPS for the Spanish Assessments, including the names of the reports and a detailed description of what each report contains.
- vi. The completion of the user norms studies set forth in (ii) above will allow Contractor to include norms based data such as percentile ranks, GE and NCE in reports for the Spanish Assessments. Contractor will make the reports available to MPS on or before September 18, 2017. If Contractor does not make such reports available on or before September 18, 2017, Contractor agrees to reimburse MPS 50% of the license fee paid by MPS for each student solely taking the Spanish Assessments.

2. In Paragraph 3 of the Contract:

- a. The following is added:

“Total compensation for Year 3 of this Contract shall not exceed \$808,910.00.”

- b. The following sentence shall be added “Professional Development services shall not exceed \$28,350.00 in Year 3, based on actual use, pursuant to the attached Exhibit A-1.”

3. Paragraph 8 of the Contract is deleted in its entirety and replaced with the following:

“Contractor understands and agrees that financial responsibility for claims or damages to any person, or to Contractor’s employees and agents, shall rest with the Contractor. Contractor and its subcontractors shall effect and maintain any insurance coverage, including, but not limited to, Workers’ Compensation, Employers’ Liability, General Liability, Contractual Liability, Automobile Liability and Umbrella Liability to support such financial obligations. The indemnification obligation, however, shall not be reduced in any way by existence or non-existence, limitation, amount or type of damages, compensation, or benefits payable under Workers’ Compensation laws or other insurance provisions.

The minimum limits of insurance required of the Contractor by MPS shall be:

Workers’ Compensation	Statutory Limits
Employers’ Liability	\$100,000 per occurrence
General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
Auto Liability	\$1,000,000 per occurrence
Umbrella (excess) Liability	\$1,000,000 per occurrence

The Milwaukee Board of School Directors shall be named as an additional insured under Contractor’s and subcontractors’ general liability insurance and umbrella liability insurance. Evidence of all required insurances of Contractor shall be submitted electronically to MPS via

its third party vendor, EXIGIS Risk Management Services. Waivers and exceptions to the above limits will be in the sole discretion of MPS and shall be recorded in the EXIGIS system, which records are incorporated into this Contract by reference. The certificate of insurance or policies of insurance evidencing all coverages shall include a statement that MPS shall be afforded a thirty (30) day written notice of cancellation, non-renewal or material change by any of Contractor’s insurers providing the coverages required by MPS for the duration of this Contract.”

CONTRACTOR

MILWAUKEE BOARD OF SCHOOL DIRECTORS

By: \_\_\_\_\_

By: \_\_\_\_\_

*Kari H. Race, J.D., Acting Director  
Procurement & Risk Management*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Renaissance Learning, Inc.  
P.O. Box 8036, 2911 Peach Street  
Wisconsin Rapids, WI 54495-8036  
(800) 656-6740

By: \_\_\_\_\_

*Darienne B. Driver, Ed.D.  
Superintendent of Schools*

Tax ID: \_\_\_\_\_

Date: \_\_\_\_\_

Budget code(s):  
SYS-0-0-SGV-RH-ETTX

By: \_\_\_\_\_

*Mark A. Sain, President  
Milwaukee Board of School Directors*

Date: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

*Risk Management*

Date: \_\_\_\_\_

## Professional Services Proposal: Milwaukee Public Schools

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As Milwaukee Public School continues the implementation of Star 360 during the 2017-18 school year we recognize that teachers at different schools have vastly different needs based on the current level of implementation at their site. For that reason, we propose offering professional development opportunities on specific topics during the year that will allow teachers to build on their current level of knowledge about the assessment and deepen their ability to use the data effectively.

**We propose the following professional services for Milwaukee Public Schools:**

### **Custom On-site Training Seminars--Face to face mini-sessions**

After each of the three screening events during the 2017-18 school year, a Renaissance consultant will be onsite for three consecutive days to provide targeted 60–90 mini-sessions based on topics identified by district stakeholders and school leaders. These topics may be highly customized to meet the needs of teachers who have been using the assessment consistently and have specific questions, or are ready for more advanced uses. Sessions will be held at a central location throughout the day allowing teachers from multiple schools to attend. Time may also be allocated for the consultant to visit particular schools to work with their teachers. Sessions can also be scheduled after regular school hours if needed.

### **Live Custom Webinars—online mini-sessions**

Custom Webinars are a flexible way to offer 30–60-minute professional development sessions for a school at a time that suits their schedule. These webinars are designed to support teachers who are in the early stages of their implementation or need a review of foundational information through interactive, hands-on training focused on a particular topic. Sessions include opportunities for Q & A to ensure that all participant questions are addressed. General learning outcomes for the webinars may include:

- Understand the Star assessments, their purposes, and how they are different from other assessments
- Understand how the Star scale connects student test performance to learning progressions, resources, standards, and other scores
- Know protocols for administering Star assessments with consistency and accuracy
- Know how to read and interpret commonly used Star scores
- Select appropriate scores to provide the information users need
- Review screening data to plan for intervention and prioritize student need
- Gain insight into student growth and achievement
- Identify factors that may contribute to student growth and achievement and actions to take to accelerate learning and growth
- Bridge assessment to instruction: identify student groups, develop a plan, find instructional resources

The Renaissance Project Manager will work with the core district team to identify topics that are needed to strengthen the implementation to and communicate availability of this support to school leaders. The Renaissance Coach assigned to deliver the webinar will communicate with the school principal to confirm the topics and logistics for the session

We will provide up to 20 Live Custom Webinars over the course of the year.

### **Recorded webinars**

Seven webinars on key topics identified by district stakeholders were recorded during the 2016-17 school year and will be licensed to the district for the 2017-18 school year as well. The district will be able to identify three new webinar topics to be developed during the year.

**Project Management Services**

Jullie Purkapile, will continue as Project Manager for Milwaukee Public Schools’ implementation of Star 360. The district will also receive dedicated technical support from Senior Technical Support Representative, Christian Hemmrich. Ms. Purkapile will work with the district to identify goals for the next year’s implementation and set the project plan, execute and monitor the project plan, provide periodic updates, and act as a single point of contact for the district. Mr. Hemmrich will be a single point of contact for the district’s technical needs.

Three custom on-site training seminars will provide training for stakeholders to refresh product knowledge and develop clear strategies to maximize success with Star 360 in the district. On-site seminars will include training in the fall, winter, and spring to provide training throughout the school year aligned with the flow of product use through the year.

**Investment**

Service	Investment	Quantity	Total
Project Manager	\$36,500 per year	1 year	\$36,500
Dedicated Technical Consultant	Included	1 year	\$0
Custom On-site Training Mini-sessions based on topics identified by district/school stakeholders (3 days in the fall, 3 days in the winter, and 3 days in the spring)	\$3,000 each first day \$2,200 each consecutive day	3 first days 6 consecutive days	\$22,200
Live Custom Webinars 30–60 minutes each	\$150 per session	20 sessions over the course of the year	\$3,000
Licensing of Web Seminars (Developed in collaboration with Milwaukee Public Schools staff – one hour each as needed).	\$450 per session	7 sessions	\$3,150
3 New Web Seminars (Developed in collaboration with Milwaukee Public Schools staff – one hour each as needed).	Carried over from 2016-17 contract		\$0
<b>Sub-total</b>			<b>\$64,850</b>
Discount: Project Manager		1 year	-\$36,500
<b>Total</b>			<b>\$28,350</b>