

April 23, 2003

APPROVE ENTERING INTO AGREEMENT WITH LESSONLAB, INC. TO PRODUCE ONLINE COURSES**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into an agreement with LessonLab, Inc. to produce online courses using video clips of CPS teachers to train and support math and science specialists and coaches as part of the Chicago Math and Science Initiative for the Office of Mathematics and Science at a cost not to exceed \$75,000.00. Consultant was selected on a non-competitive basis because it has the necessary skills and expertise to provide the services required by the Board under this initiative and because it has developed and can license to the Board the software required for the online courses. A written agreement for Consultant's services is currently being negotiated. No services shall be rendered and no payments shall be made to the consultant prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification No.: 03-250075

CONSULTANT: LessonLab, Inc.
 3330 Ocean Park Blvd.
 Santa Monica, CA 90405
 310.664.2333 phone 310.581.2002 fax
 Contact: Jim Stigler, President
 Vendor#: 37523

USER: Office of Mathematics and Science
 Medill Technical and Professional Development Center
 1326 West 14th Place – Room 102
 Contact: Martin Gartzman, Chief Officer for Mathematics and Science
 Phone: 773-553-6230

TERM: The term of this agreement shall commence on the date the agreement is signed and shall end September 30, 2003.

EARLY TERMINATION RIGHT: The Board may terminate the agreement upon thirty (30) days written notice.

SCOPE OF SERVICES: In accordance with Office of Mathematics and Science (OMS) requirements, Consultant will develop online courses to enable CPS math/science coaches to view videotaped case studies of classroom lessons and participate in structured discussions about the lessons. Consultant will provide the necessary training for CPS videographers, coaches, and designated staff, and will test the application using different tools (e.g., Macs and PCs) to manage quality assurance.

DELIVERABLES: Consultant will develop and deploy an online professional development course using video from CPS math and science classrooms. The module will consist of series of video "case studies" for use in online professional development, initially for math/science coaches and specialists and later potentially for administrators and classroom teachers. The module will include:

- A digital library of classroom practice incorporated into a coherent online course.
- Web-based software tools and consultants to facilitate online discussion and support teachers as they learn from and contribute to the contents of digital libraries.

OUTCOMES: Consultant's services will provide new tools that will: 1) significantly improve the ability of OMS to facilitate meaningful discussions about math/science best practices teaching and learning with CPS math/science coaches and specialists; 2) prepare math/science coaches and specialists to understand and apply principles of effective staff development; 3) support math/science coaches to develop expertise continuously; 4) allow coaches and specialists to demonstrate a clear focus on math/science instructional improvement, and 5) improve teaching and student learning in math and science. Upon completion of the services, personnel from OMS and the Office of Professional Development will be able to assess the potential value of expanding the use of LessonLab tools and services with larger numbers of CPS teachers, school administrators, and Central Office staff as part of the Chicago Math and Science Initiative (CMSI). And if CMSI and the Board wish to expand such, the services provided under this agreement will be the foundation for the expanded program.

COMPENSATION: Consultant shall be paid in one lump sum upon completion of training and the delivery and acceptance of all custom online courses. The total compensation shall not exceed \$75,000.00, which includes all reimbursable expenses.

REIMBURSABLE EXPENSES: Consultant shall be reimbursed for travel expenses for 5 trips between Los Angeles and Chicago. The total compensation amount reflected above is inclusive of these reimbursable expenses.

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 Education Officer to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION: The M/WBE goals for this contract includes: 35% total MBE, 22% total African American, 10% total Hispanic, 2% total Asian and 5% total WBE.

However, the Waiver Review Committee recommends that a *partial* waiver of the M/WBE participation goals for this contract as required by the Revised Remedial Plan be granted because *the contract scope the vendor has demonstrated reasonable good faith efforts.*

The vendor has, however, identified and scheduled the following firms and percentages:

Total MBE 22%:

Total 22% African American: (Independent Consultant)

Aisha Sims 7217 Hannum Ave Culver City California 90230 \$16,500.00 22%

Total 4.8% WBE:

Susan Reese P.O. Box 306 Santa Monica California 90406 \$3,600.00 4.8%

LSC REVIEW: Local School Council approval is not applicable to this report.

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|-------------------|---|-------------------|
| FINANCIAL: | Charge to the Office of Professional Development | Fiscal Year: 2003 |
| | Budget Classification: 2000 – 239 – 882 – 1112 – 5410 | \$75,000 |
| | Source of Funds: NCLB Title II D | |

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 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 termination of their terms of office.

Indebtedness – The Board's Indebtedness policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), 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:



SEAN P. MURPHY
Chief Purchasing Officer

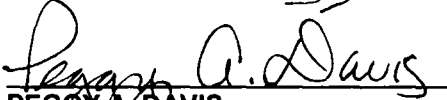
Approved:



ARNE DUNCAN
Chief Executive Officer

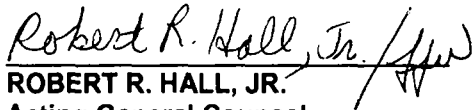
by PPD

Within Appropriation: *US*



PEGGY A. DAVIS
Chief Of Staff

Approved as legal from:



ROBERT R. HALL, JR.
Acting General Counsel