

**APPROVE ENTERING INTO AN AGREEMENT WITH FOCAL POINT PRODUCTIONS  
FOR THE PRODUCTION OF AN EARLY CHILDHOOD VIRTUAL KINDERGARTEN VIDEO**

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

Approve entering into an agreement with Focal Point Productions for the production of the "Early Childhood - Virtual KINDERGARTEN" video lessons in both English and Spanish for the Office of Early Childhood Education at a cost not to exceed \$108,820. Consultant was selected on a non-competitive basis because of the quality of previous work in preschool education and because Consultant's goals are consistent with those of the Virtual Classroom Project. A written agreement for Consultant's services is currently being negotiated. No services shall be provided by Consultant and no payment shall be made to 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.: 03-250296**

**CONSULTANT:** Focal Point Productions  
6448 N. Sayre  
Chicago, IL 60631  
Contact Person:  
Kathy Giangreco  
773-631-6261  
Vendor No.: 32650

**USER:** Office of Early Childhood Education  
125 S. Clark Street, 9<sup>th</sup> Floor  
Chicago, IL 60603  
Lucinda Lee Katz  
5531992

**TERM:** The term of this agreement shall commence on the date the agreement is signed and shall end on June 30, 2004.

**SCOPE OF SERVICES:** Consultant will produce video lessons (total length: approximately 1 hour) that cover learning objectives designed by an OECE-designated curriculum team of Chicago Public Schools kindergarten teachers. Each video lesson will contain three basic elements: the classroom setting - where one sees and hears a CPS teacher working with students on an activity designed to address specific learning objectives; the home setting - where a parent interacts with his or her child on an activity designed for the home that builds on the same learning objectives; and the community setting - which will give parents ideas for places and activities that extend the same learning objectives into the neighborhood or around the city (ie: museums, library, grocery store, zoo). Each lesson will be approximately five minutes long. OECE plans to make the videos accessible to all parents on loan in every CPS kindergarten classroom.

**DELIVERABLES:** Consultant will deliver the following: One 1-hour Early Childhood - Virtual Kindergarten video; 1 Digital Beta Master videotape in both English and Spanish; 1 Digital Safety Master videotape in both English and Spanish; and 2000 VHS videotapes each in English and Spanish.

**OUTCOMES:** Consultant's services will result in 1) the creation of a teaching resource for teachers and parents of kindergarten children; 2) parents being shown how to teach their children through everyday activities at home; and 3) parents being shown the importance of engaging their children in these types of activities regularly.

**COMPENSATION:** Consultant shall be paid as follows: 3 equal installments with the initial payment being made upon the signing of the contract, the second payment on February 28, 2004, and the final installment paid upon delivery of all videos.

**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 Office of Early Childhood Education Chief Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** The M/WBE goals for this contract include: 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 is not further divisible.

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

Total MBE 22%  
Total African American 11% \$11,970  
All Printing & Graphics  
1812 W. Roosevelt RD.  
Broadview IL. 60155

Total Hispanic 11%  
Almada Films Independent Consultant 11% \$11,970  
2747 N. Dayton  
Chicago IL.

Total WBE  
Focal Point Productions 78% \$84,879  
6448 N. Sayre  
Chicago IL. 60631

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

**FINANCIAL:** Charge to Office of Early Childhood (Citywide): \$108,820 Fiscal Year: 2004  
Budget Classification: 0952-210-000-2026-5410 Source of Funds: Board general fund

**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.

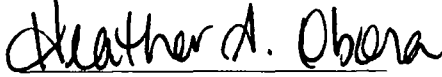
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted 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.

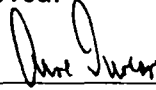
Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



Heather A. Obara  
Chief Purchasing Officer

Approved:



Arne Duncan  
Chief Executive Officer

Within Appropriation:



John Maiorca  
Chief Financial Officer

Approved as to legal form:



Ruth Moscovitch  
General Counsel