

## STATE OF HAWAII

### Scope of Services

Whereas, this **PROFESSIONAL SERVICES AGREEMENT** (“Agreement”) is made effective as of April 15, 2021 by and between the **Contractor** (hereafter referred to as the “Contractor”), and the **State Public Charter School Commission** (hereafter to as the “State”).

Whereas, the State and the Contractor share a common vision for educational excellence and wish to work together to implement an innovative and comprehensive professional development program, in order to strengthen the State’s ability to effectively and efficiently oversee and support charter public schools and hold them accountable for fulfilling their legal and contractual responsibilities.

Whereas, the Contractor represents that neither the Contractor, nor any employee or agent of the Contractor, presently has any interest, and promises that no such interest, direct, or indirect, shall be acquired, that would or might conflict in any manner or degree with the Contractor’s performance under this Agreement.

#### **1. “Services /deliverables” to be Performed by the Contractor:**

- 1.1** The Contractor will provide the State with consulting and technical support related to professional development through building outcomes and expressing identities to enhance the oversight, support, and accountability of charter public schools.
- 1.2** The contractor will conduct general overview sessions and follow on support sessions in smaller groups as they logically emerge.
- 1.3** The contractor will collaborate with other professionals in the field around a systematic approach to learning for our charter schools.
- 1.4** The contractor will create toolkits and guides to be accessed independent of sessions.
- 1.5** The contractor will collect and incorporate feedback/data from sessions to include in mid-way and final reporting.
- 1.6** The contractor will provide overview of projected work to Commission at the start of the contract, followed by comprehensive quarterly reporting for the duration of the contract.
- 1.7** The contractor will provide services to support independent and intense focus on action research topics driven by theories of change that will migrate school culture toward high levels of success as measured through traditional and unique data gathering instruments and processes.

**1.8** The Contractor will provide the State with any/all of the following: cultural sustainability models, data design and visualization, virtual/blended (outcome) learning, understanding change, visual thinking/learning, leadership best practices and inquiry processes as identified for the professional development to support Hawaii Public Charter Schools. The contractor's proposal can integrate one or more of the following:

**1.8.1** Working with the State to develop and incorporate foundational best practices.

~~1.8.1.1 Provide school leaders with foundational systems to carry out operations and programs in an informed and accountable manner.~~

~~1.8.1.2 Provide school leaders with basic, governance information related to roles, responsibilities, and accountability.~~

1.8.1.3 Provide schools with knowledge and strategies for developing problems of practice.

1.8.1.4 Provide schools with knowledge and strategies for developing and carrying out data designs, as well as data collection mechanisms to achieve maximum impact for students.

**1.8.2** Working with the State to develop and incorporate a system for inquiry.

1.8.2.1 Provide indigenous and non-indigenous educators with experiences and understandings of inquiry processes to build universal cultural understandings.

~~1.8.2.2 Provide constructs and guidance for helping schools create conditions and learning settings where curiosity is encouraged, developed and sustained.~~

~~1.8.2.3 Provide constructs and guidance to encourage schools to create greater equity of outcomes, higher learning quality and greater coherence.~~

~~**1.8.3** Working with the State to address schools' existing and emerging challenges related to implementation of school improvement.~~

~~1.8.3.1 Provide constructs and support for student achievement for maximum impact.~~

~~1.8.3.2 Provide a vision for and a refresh of ideas about learning and teaching virtually, blended, and in "brick and mortar" settings.~~

~~1.8.3.3 Provide the direction around building new systems to support best practices in virtual, blended, and "brick and mortar" settings.~~

~~1.8.3.4 Endeavor to change habits of learning and teaching, as well as mind set, to positively impact student growth and/or success.~~

- 1.8.4** Working with the State to create opportunities for schools to build and grow capacity.
  - 1.8.4.1 Engage participants in processes surrounding diversity of thought.
  - ~~1.8.4.2 Guide and support schools in the creation of visible models and frameworks within and between schools to network teaching and learning in the charter school system.~~
  - 1.8.4.3 Assist schools in building out ideas into a sustained system.
  - ~~1.8.4.4 Engage specifically with individuals/groups to apply thinking and delve more deeply into design, alignment, implementation, and impact of learning and teaching to support high levels of student growth and/or success.~~
  - ~~1.8.4.5 Work directly with groups of individuals within and between schools to develop conditions for collaboration of ideas, and to support school success.~~
  - 1.8.4.6 Develop and provide unique and specific venues for sharing diversity of thinking.
  
- 1.8.5** Working with the State to guide action research and to develop theories of change.
  - 1.8.5.1 Lead schools in developing theories of change and the construct (systems and practices) needed to carry out that work.
  - 1.8.5.2 Work collaboratively on an intense focus on action research and theories of change for select schools.
  - 1.8.5.3 Guide schools with their research through development of data designs that give clarity to the theory of change.
  - 1.8.5.4 Motivate school culture toward high levels of success as measured through traditional and unique data gathering instruments and processes.
  - 1.8.5.5 Provide inspiration for design, and informed next steps that impact the community beyond the school domain.

## **2. Obligations of the State:**

- 2.1** The State will work in good faith with the Contractor to provide the information necessary to properly carry out the professional development activities so that it functions in accordance with the State's oversight and accountability practices.
  
- 2.2** The State will provide the Contractor with timely, accurate and complete information at all times and provide the Contractor with feedback regarding how the professional development is meeting its needs.

**3. Term of Agreement:**

**3.1** The term of this Agreement shall begin upon execution of the Agreement and shall cover the school year 2020-2021.

**3.2** This Agreement shall automatically renew on July 1<sup>st</sup> of 2021 based on the pricing schedule in section 4.1. The term of renewal shall begin and end as follows:

Annual Renewal #1: July 1, 2021 – June 30, 2022

Annual Renewal #2: July 1, 2022 – June 30, 2023

**3.3** In the event this Agreement is terminated or not renewed by the State, the Contractor will have no further obligation to provide Services to the State or its authorized charter public schools. To the extent the State requests the Contractor to continue providing any Services after the discontinuation of this Agreement, all of the terms and conditions in this Agreement, including the State’s obligation to pay all compensation associated with such Services, will continue to apply until the date on which service is discontinued per the State’s request.

**4. Compensation and Terms of Payment:**

**4.1** The State agrees to pay the Contractor for the Services detailed in this Agreement, for the terms identified in sections 3.1 and 3.2 according to the pricing range in the schedule below.

<b>Term Year</b>	<b>Pricing Range</b>
<b>July 1, 2020-June 30, 2023</b>	
Foundational Best Practices	\$10,000-\$30,000
Systems for Inquiry	\$50,000-\$120,000
Addressing Challenges	\$50,000-\$180,000
Building Capacity	\$30,000-\$60,000
Action Research	\$10,000-\$20,000