



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date

Contract Number

Purchasing Use Only

Consultant/Contract Services Summary

Contract or Requisition # \_\_\_\_\_

State and Federal Programs	A Tree of Knowledge Educational Services, Inc.		
School / Department	Consultant/Contractor Name		
Lyn Potter	From March 1	To June 15	
Administrator Contact	Dates of Services		
Account Number	Funding Source	Amount	
01-3010-5860-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 25,000.00	
01-3010-5100-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 175,000.00	

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 200,000.00

Students will receive supplemental academic tutoring as follows:

- Common Core aligned program which includes instruction based on the students' identified academic needs in ELA (writing, phonics, fluency, comprehension, vocabulary development ) and Mathematics
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Instruction provided by tutors with college education - many tutors have teaching credentials
- Instruction is in small group settings

Number of Students / Staff Impacted:

400 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

\_\_\_\_\_  
Originator Signature

\_\_\_\_\_  
Date

*This form must be board agenda ready and be attached to all consultant contracts.*

*If additional space is needed please attach to this form.*

**This form must be typed.**



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date

Contract Number

Purchasing Use Only

Consultant/Contract Services Summary

Contract or Requisition # \_\_\_\_\_

PreK-Adult Educational Operations

Bright Futures

School / Department

Consultant/Contractor Name

Nia Rashidchi

From 3/2/17

To 6/30/2017

Administrator Contact

Dates of Services

Account Number

Funding Source

Amount

01-3010-5860-635-1110-1000-300140-0-0633

Title I required set-aside

\$ 25,000.00

01-3010-5100-635-1110-1000-300114-0-0633

Title I required set-aside

\$ 125,000.00

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 150,000.00

Contractor will provide an After-School Enrichment Program for 65 West Contra Costa Unified School District students. The program will run Monday through Friday each week of school and during the summer. Hours are tailored to school dismissal times: Wednesdays 1:00-6:00 pm; and Monday-Tuesday-Thursday-Friday 1:30 - 6:00 pm.

Our program provides a place for students to strengthen their academic skills through small group and one on one tutoring, get homework assistance, and develop and hone the critical thinking, study, academic and social skills needed by students who are college bound and/or career ready. Performing arts including dance, drama, instrumental, and vocal instruction are integral to our program.

- Program provides high interest activities mixed with academic and social development support
- Program accessible to all students 5 days per week

Number of Students / Staff Impacted:

65 students

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

Originator Signature

Date

*This form must be board agenda ready and be attached to all consultant contracts.*

*If additional space is needed please attach to this form.*

**This form must be typed.**



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date
Contract Number
Purchasing Use Only

Consultant/Contract Services Summary

Contract or Requisition # \_\_\_\_\_

State and Federal Programs	Club Z! In-Home Tutoring Services, Inc.
School / Department	Consultant/Contractor Name

Lyn Potter	From March 1	To June 15
Administrator Contact	Dates of Services	

Account Number	Funding Source	Amount
01-3010-5860-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 25,000.00
01-3010-5100-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 175,000.00

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services: Total Amount of Contract: \$ 200,000.00

Students will receive supplemental academic tutoring as follows:

- Common Core aligned program which includes instruction based on the students' identified academic needs in ELA (writing, phonics, fluency, comprehension, vocabulary development ) and Mathematics
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Instruction provided by tutors with college education - many tutors have teaching credentials
- Instruction is in small group settings

Number of Students / Staff Impacted:

400 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

\_\_\_\_\_  
Originator Signature

\_\_\_\_\_  
Date

*This form must be board agenda ready and be attached to all consultant contracts.*

*If additional space is needed please attach to this form.*

**This form must be typed.**



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date
Contract Number
Purchasing Use Only

Consultant/Contract Services Summary  
Contract or Requisition # \_\_\_\_\_

State and Federal Programs		J-Vision Educational Services	
School / Department		Consultant/Contractor Name	
Lyn Potter		From March 1	To June 15
Administrator Contact		Dates of Services	
Account Number	Funding Source	Amount	
01-3010-5860-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 25,000.00	
01-3010-5100-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 175,000.00	

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services: Total Amount of Contract: \$ 200,000.00

Students will receive supplemental academic tutoring as follows:

- Common Core aligned program which includes instruction based on the students' identified academic needs in ELA (writing, phonics, fluency, comprehension, vocabulary development ) and Mathematics
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Instruction provided by tutors with college education - many tutors have teaching credentials
- Instruction is in small group settings

Number of Students / Staff Impacted:

400 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

\_\_\_\_\_  
Originator Signature

\_\_\_\_\_  
Date

*This form must be board agenda ready and be attached to all consultant contracts.  
If additional space is needed please attach to this form.  
This form must be typed.*



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date
Contract Number
Purchasing Use Only

Consultant/Contract Services Summary  
Contract or Requisition # \_\_\_\_\_

State and Federal Programs		Sylvan Learning	
School / Department		Consultant/Contractor Name	
Lyn Potter		From March 1	To June 15
Administrator Contact		Dates of Services	
Account Number	Funding Source	Amount	
01-3010-5860-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 25,000.00	
01-3010-5100-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 175,000.00	

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 200,000.00

Students will receive supplemental academic tutoring as follows:

- Common Core aligned program which includes instruction based on the students' identified academic needs in ELA (writing, phonics, fluency, comprehension, vocabulary development ) and Mathematics
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Instruction provided by tutors with college education - many tutors have teaching credentials
- Instruction is in small group settings

Number of Students / Staff Impacted:

400 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

\_\_\_\_\_  
Originator Signature

\_\_\_\_\_  
Date

*This form must be board agenda ready and be attached to all consultant contracts.  
If additional space is needed please attach to this form.  
This form must be typed.*



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date
Contract Number
Purchasing Use Only

Consultant/Contract Services Summary  
Contract or Requisition # \_\_\_\_\_

State and Federal Programs	TutorWorks, Inc.	
School / Department	Consultant/Contractor Name	
Lyn Potter	From March 1	To June 15
Administrator Contact	Dates of Services	
Account Number	Funding Source	Amount
01-3010-5860-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 25,000.00
01-3010-5100-635-1110-1000-300114-0-0633	Title I required set-aside	\$ 175,000.00

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 200,000.00

Students will receive supplemental academic tutoring as follows:

- Common Core aligned program which includes instruction based on the students' identified academic needs in ELA (writing, phonics, fluency, comprehension, vocabulary development ) and Mathematics
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Instruction provided by tutors with college education - many tutors have teaching credentials
- Instruction is in small group settings

Number of Students / Staff Impacted:

400 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

\_\_\_\_\_  
Originator Signature

\_\_\_\_\_  
Date

*This form must be board agenda ready and be attached to all consultant contracts.  
If additional space is needed please attach to this form.  
This form must be typed.*



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Board Date

Contract Number

Purchasing Use Only

Consultant/Contract Services Summary

Contract or Requisition # \_\_\_\_\_

PreK - Adult Educational Operations

Young Scholars Program

School / Department

Consultant/Contractor Name

Nia Rashidchi

From 3/2/2017 To 06/30/2017

Administrator Contact

Dates of Services

Account Number

Funding Source

Amount

01-3010-5860-635-1110-1000-300140-0-0633

Title I required set-aside

\$ 25,000.00

01-3010-5100-635-1110-1000-300114-0-0633

Title I required set-aside

\$ 5,000.00

Contract is a "not to exceed" amount-  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 30,000.00

We will be implementing the Young Scholars Program at Kennedy and Richmond High School, 30-60 students will receive college preparation services. The Young Scholars Program is a college preparatory program for students of color. The students will eventually be participating in college tours, college fairs, financial aid workshop, and admissions presentations. Monthly trainings will also be conducted for counselors to learn to work effectively with young men of color in the college preparation process. A YSP developed curriculum will be used to prepare students for college preparation and matriculation. Parents will also be involved in the process. WCCUSD Male Students of Color will participate in the program. Students will be participating in a Young Scholars orientation program. Workshops will focus on improvement in attitude toward academic success. Student will start to set long and short term goals. Participants will show improvement in grades and interest in College. Those who follow the instructions and guidelines will successfully matriculate to college.

Number of Students / Staff Impacted:

30-60 students will receive college preparation services at two comprehensive high schools: Kennedy and Richmond.

Outcome / Deliverables:

- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

Originator Signature

Date

*This form must be board agenda ready and be attached to all consultant contracts.*

*If additional space is needed please attach to this form.*

**This form must be typed.**



WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT

Consultant/Contract Services Summary

Contract or Requisition # \_\_\_\_\_

Board Date

Contract Number

Purchasing Use Only

State and Federal Programs

Zion Learning

School / Department

Consultant/Contractor Name

Lyn Potter

From March 1 To June 15

Administrator Contact

Dates of Services

Account Number

Funding Source

Amount

01-3010-5860-635-1110-1000-300114-0-0633

Title I required set-aside

\$ 20,000.00

Contract is a "not to exceed" amount -  
payments will be based on attendance

Description of Services:

Total Amount of Contract: \$ 20,000.00

Zion Learning provides an academic program which includes:

- Academic support for students who are having a difficult time with ELA and Math
- Tutoring for students with completion of nightly homework
- Program designed to enable students to gain confidence and increased attentiveness; students will be able to engage fully in classroom activities
- Direct communication with parents and school staff about students' progress via a Student Learning Plan
- Emphasis on creating a safe and respectful environment for learning

Number of Students / Staff Impacted:

40 students identified as needing academic support by SBAC and Star Reading data

Outcome / Deliverables:

- Increase of 3 months or more of growth on the STAR Reading grade level equivalent assessment
- Increased attendance rates (1% – 5%) for students enrolled in tutoring program
- Zero suspensions for students enrolled in tutoring program
- Increased engagement and greater academic confidence as measured by the Growing Early Mindsets (GEM) and Brainology pre and post student survey data
- Increased academic SBAC performance based on pre-post program assessments

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

Originator Signature

Date

*This form must be board agenda ready and be attached to all consultant contracts.*

*If additional space is needed please attach to this form.*

**This form must be typed.**