

Community Schools RFPs Pre-Proposal Conference  
February 2, 2015

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NEW YORK CITY DEPARTMENT OF YOUTH &  
COMMUNITY DEVELOPMENT  
  
COMMUNITY SCHOOLS REQUEST FOR PROPOSALS  
PRE-PROPOSAL CONFERENCE

Two Lafayette Street  
14th Floor Auditorium  
New York, New York

Monday, February 2, 2015  
10:07 A.M.

MEETING CHAIRED BY:

ZENAIDA MARIE WHITE, Assistant Deputy Agency  
Chief Officer

PANEL:

CHRIS CARUSO, DOE

SARAH PETERSON, DYCDS

SCOTT BLOOM, DOHMH

ROBERT FRENZEL-BERRA, DYCD

SUZY MULVIHILL, HHS ACCELERATOR

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PRESENT:

Emily Blank, Cypress Hills Local Development Corporation

Kerri Soucy, East Harlem Tutorial Program

Dawan Julien, East Harlem Tutorial Program

Johnnie Godette, Jr, Foundations for Life, Inc.

Janice M. Holzman, Global Kids, Inc.

Evie Hantzopoulos, Global Kids, Inc.

Ingris C. Coronado, Southern Queens Park Association

Wendy Edge, Supportive Children's Advocacy Network

Ken Thompson, Supportive Childrens's Advocacy Network

Jane Johnson, The Children's Aid Society

Rosemary Taveras Collazo, The New York Foundling

Michele Fox, The Riding with Us Foundation

Jacqueline Mislá, YMCA of Greater New York

S. Paynero, TASC

Lisa Tazartes, Ramapo for Children

Ginger Hebbell, NFSC

Laura Daley, East Side House Settlement

Daniel Oscar, Center for Supportive Schools

Helena Ku, Queens Community House

Susan Matloff-Nieves, Queens Community House

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PRESENT: (Continued)

Riina Desai, Episcopal Social Services

Daniel Saint-Firmir, Foundations for Life

Gigi Li, Neighborhood Family Services  
Coalition

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MS. WHITE: Good morning. It is so good to see how many came out here in this bad weather.

On behalf of the City of New York I welcome you to the Pre-Proposal Conference For Community Schools RFP. My name is Zenaida Marie White. I am the assistant deputy agency chief contracting officer here at DYCD. And I want to thank you again for joining us. I would like to begin by reviewing some important deadlines and information.

Proposal due date for this RFP is February 24th, 2015, at 2:00 p.m. Please note that these proposals are due in the HHS Accelerator System. No hard copies of these proposals will be accepted. Suzy Mulvihill is here from HHS, and after me she's going to come and tell you a little bit more about that process.

Also please note that the proposal due date and time is the only

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2 time that we will accept proposals.  
3 Anything submitted after that due date  
4 and time will not be accepted. So  
5 please adhere to this very important  
6 deadline.

7 Anticipated Award Announcement.

8 We anticipate that the announcement  
9 will be made in early spring of this  
10 year. The contract term is scheduled  
11 for May 15th, 2015 through June 30th,  
12 2018. Questions regarding this RFP can  
13 be e-mailed at  
14 RFPQUESTIONS@DYCD.NYC.GOV.

15 And we have another deadline.

16 For these questions please submit them  
17 by February 14th, 2015. We want to  
18 make sure that your questions are  
19 received and answered in a timely  
20 manner.

21 Now today, we do have a panel  
22 presentation for you. And I would like  
23 to introduce those who are sitting on  
24 our panel today. And I would like to  
25 begin with Chris Caruso. He is from

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2 DOE. I'm expecting a round of  
3 applause.

4 (Applause.)

5 MS. WHITE: Sarah Peterson is  
6 also from DOE and she will be assisting  
7 us on the panel today. We have Scott  
8 Bloom from the Department of Health and  
9 Mental Hygiene. We also have, as I  
10 said earlier, Suzy Mulvihill from HHS  
11 Accelerator. And we have our very own  
12 Bob Frenzel-Berra, he is from our  
13 Planning Research and Program  
14 Development Unit here at DYCD.

15 As we get ready to call Suzy up,  
16 please take notes of any questions you  
17 may have, because you're going to get  
18 the opportunity to come up here for a  
19 clarifications, any questions. So  
20 please be sure to take notes.

21 And now I would like to introduce  
22 to you Suzy Mulvihill from HHS. Thank  
23 you.

24 MS. MULVIHILL: Good morning. So  
25 I'm going to run us through a brief

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2 overview of submitting a proposal in  
3 HHS Accelerator. To start, Accelerator  
4 was launched to improve and simplify  
5 the competitive contract and financial  
6 management between the City and  
7 providers. On a very basic level, the  
8 way it works is agencies publish all  
9 Requests for Proposals in the system.  
10 And then providers who are pre-qualified  
11 and have approved relevant service  
12 application can log in and submit  
13 proposals for those RFP. The providers  
14 must submit through the HHS  
15 Accelerator, as has been mentioned, by  
16 proposal due date and time.

17 As you're going through this  
18 process, if you have any questions you  
19 can reach out to our help desk at  
20 [info@hhsaccelerator.nyc.gov](mailto:info@hhsaccelerator.nyc.gov) and we will  
21 help you troubleshoot any issues you  
22 have with the system.

23 To start out, when you log in to  
24 Accelerator you're going to access the  
25 particular procurement that you would

1 Proceedings

2 like to submit a proposal for. You're  
3 going to go to the Procurement tab, and  
4 once this is displayed, you will see  
5 all the RFPs that we have up and  
6 coming. You can filter the procurement  
7 road map in order to find what you're  
8 looking for a little bit faster and in  
9 a more easier display. So the way you  
10 can do this is by using the Filter  
11 Items button in the left, in the left  
12 corner of the screen there. And when  
13 you select Filter Items you can specify  
14 the criteria you want to search on.  
15 For instance, you can select D and it  
16 will just show your procurement.

17 Additionally, we have a Favorites  
18 feature where you check the small boxes  
19 on the left of the blue hyperlink and  
20 save to Provider Favorites. This will  
21 keep all your favorites in one place,  
22 and it will show you anything that's  
23 added there.

24 So when you're ready to actually  
25 submit your proposal, you're going

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click on the blue hyperlink, and that will put you into this section of the system. You will see there are four tabs across the top and this just breaks down the proposal section.

So the first one is the Procurement Summary, which will just provide you with the details. Next is the Services and Providers where you will view the services that are relevant to the procurement itself, and also providers who are also eligible to compete.

RFP Documents, which you will want to download, so you know exactly what criteria you should be using to submit to enter into your proposal.

And then lastly the Proposal Summary which is where you're going to come to actually submit the proposal. Once you're on this page, you're going to click Add New Proposal, and you will be put into this screen. Here's our proposal detail screen where you're

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2 going to enter anything that has a red  
3 asterisks next to. You want to pay  
4 close attention to the competition  
5 pools, make sure you're putting  
6 yourself in the correct pool.

7 And lastly at the bottom you're  
8 going to add the site location where  
9 the service section delivery. Once  
10 this is all entered you can click Save  
11 and Next. And you're going to end up  
12 on the top page here. And this is a  
13 very important page. This is where  
14 you're going to upload all that  
15 comprise your overall proposal. You  
16 have to upload a document for every  
17 single entry here. You have a nice  
18 status column there where you want to  
19 make sure everything has a Complete  
20 next to it. And if it's not inserted  
21 it means you have to go in and upload  
22 the document. This section is  
23 important because if you try to submit  
24 your proposal without uploading a  
25 document you'll get an error message,

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2 and you you'll have to come back and  
3 make sure there is something in place  
4 for each entry.

5 So once you've gone through,  
6 you've uploaded all the necessary  
7 documents, you want to consult RFP  
8 Proposal Instructions in order to  
9 follow exactly what needs to be placed  
10 here. You can go next, and it will put  
11 you into this screen at the bottom  
12 where you will be asked to agree to the  
13 terms and conditions and then enter  
14 your NYCID and password.

15 Once you click Submit you will  
16 then, on this page you will see the  
17 status of the proposal as submitted.  
18 One thing I want to encourage you is to  
19 submit in advance of the deadline. If  
20 you do this and you realize, Oh, my  
21 God, there is a mistake in our  
22 proposal, we want to update it. You  
23 can do that. I want to stress, in  
24 advance of the deadline. So you come  
25 into this page and you can select

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2 Retract Proposal. This will pull the  
3 proposal out of submission and back  
4 into your court. You want to make any  
5 changes and want to go back in and  
6 resubmit the proposal all over again.  
7 We do not recommend to do this  
8 5 minutes before the deadline. You do  
9 this very well in advance. This is  
10 just here if you do have to make a last  
11 minute change.

12 Finally, if you have any  
13 questions, as you're going through the  
14 process, you can also consult our  
15 public website. We have a resources  
16 section that has videos and guides that  
17 will walk you through the process step  
18 by step. And as I mentioned, you can  
19 also contact us. Thank you.

20 MS. WHITE: Thank you, Suzy. And  
21 now we have Chris Caruso who is from  
22 the Department of Education, and he  
23 will be reviewing the program over  
24 Community Schools.

25 MR. CARUSO: Thank you very much.

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Good morning everyone. So I've been on the job for about 90 minutes, so you'll have to excuse my notes here.

On behalf of Chancellor Farina, and the Department of Education, it is my privilege to welcome you here all this morning and give some more information about the City Community Schools initiative and the solicitations specifically. Our goal this morning is to provide information about Community Schools in New York City. How the solicitation fits in with the Mayor's and the Chancellor's vision, and, of course, to answer any questions.

Before I begin, I want to thank Commissioner Chung, and my colleagues at and HHS Accelerator. Your expertise in procurement and the development of this has been instrumental for helping us all keep on the ambitious timeline.

Let me start by providing some context of what Community Schools are

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2 and what it means for New York City.  
3 Community Schools along with Universal  
4 Pre-K and Middle School Afterschool,  
5 are among the mayor's signature  
6 education initiatives. All rooted in  
7 to equalizing opportunity and  
8 leveraging community partnerships. The  
9 end goal is to change how the City  
10 collectively thinks about the role of  
11 schools, particularly in high-need  
12 neighborhoods. Our public schools can  
13 and should serve as hubs of education,  
14 community building and service delivery  
15 in all communities.

16 And these community schools will  
17 serve as innovation labs where all  
18 parties, parents, principals, teachers,  
19 students and CBOs, will be encouraged  
20 to experiment, and the broader  
21 community will be encouraged to support  
22 in them and invest in them.

23 The Department of Education has  
24 created a new office of Community  
25 Schools. And this office will help

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2 Community Schools across New York City  
3 fulfill our mission, which is that  
4 Community Schools will: One, to  
5 integrate academics, health and mental  
6 health services, social services,  
7 expanded learning opportunities, youth  
8 development, and family and community  
9 support. Two, they will serve as a hub  
10 where partners come together to  
11 coordinate and integrate a range of  
12 support based on the needs of the  
13 individual student and the assets of  
14 communities. And three, they will  
15 mobilize a full spectrum of resources  
16 to meet those needs and advance the  
17 school's mission.

18 Our goal is that in four years we  
19 will have 100 fully developed community  
20 schools across the City, and obviously  
21 we're well on our way in this  
22 procurement, and the AIDP Community  
23 Schools that started earlier this year.

24 This will be a collective effort  
25 that includes the thinking, resources,

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and support of a number of different New York City agencies, the Children Cabinet which Deputy Mayor Buery convened has provided critical feedback and commitment to harness the full City's resources is make these initiative a success.

So to start, about nine months ago the City announced two efforts to transform a total of 128 community schools into Community Schools. 45 of the 128 schools are supported through Attendance Improvement and Drop Out Prevention grants, and have to date selected a lead partner and are implementing some program.

Some of you in this room might have some of those grants. Can I have a show of hands who has an AIDP grant? Thank you.

94 schools are going to be supported through the School Renewal Program which targets historically low performing schools.

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2 This RFP solicits a CBO lead  
3 backbone organization to partner with  
4 which the 83 renewal schools who do not  
5 have an existing partnership through  
6 AIDP schools. You might have seen the  
7 list of 94 schools. 83 of them are  
8 included in this RFP, and the 11 that  
9 are not, already have existing  
10 community school partnerships through  
11 the AIDP funding source. A crucial  
12 element across these Community Schools  
13 is that they are all going to have a  
14 connection to the DOE's Renewal  
15 Program. The 94 schools that were  
16 selected for renewal met the following  
17 criteria: They were performing at the  
18 lowest 5 percent of the schools  
19 statewide, and the bottom 10 percent of  
20 showing process. Elementary and middle  
21 schools in the bottom 25 percent of  
22 math and ELA scores. High schools in  
23 the bottom 25 percent of four-year high  
24 school graduation rates. They showed  
25 limited capacity for improvement, and

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their most recent quality review resulted in under developing, developing, or proficient.

In short, these are school communities that have been struggling and we intend to infuse partnership, resources and a new way of thinking in order to help them improve and fully deliver on a promise of education.

The DOE office of community schools will be working side by side with the Renewal School's Office to support schools and non-profit, adopt a whole school approach where community partners, pair with principal and school leadership teams to offer programing that personalizes learning for all students.

Let me be clear. This integration is essential. We are not merely adding on to the school day, we are not operating in silos, and as much as possible we're not duplicating efforts.

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2 Successful Community Schools

3 implementation is effective, it is  
4 efficient, and it promotes equity. So  
5 if the school is struggling to fulfill  
6 its arts requirement, the school  
7 leadership team and community partner  
8 can come together and infuse additional  
9 arts programing through a longer school  
10 day; robust academic programming that  
11 supports classroom learning can help  
12 students catch up and leap ahead; and  
13 mental health services can balance a  
14 school-wide positive behavior system.

15 Let's get into the details of the  
16 RFP. The RFP is offering an  
17 opportunity for CBOs or a private  
18 organization to serve as a lead partner  
19 to one or more of the 89 Renewal  
20 Schools. It is anticipated that the  
21 average allocation per school will be  
22 approximately \$425,000, but that  
23 obviously depends on the grade  
24 configuration, and the number of  
25 students in the school.

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The organizational experience that we're looking for for our lead community partners is that they have at least five years of successful experience within the last seven, working with schools to support vulnerable youth, families or communities. And this can take a number of different forms as you can see on the slide. A lead partner must have five years of successful experience within the last seven of also securing financial resources for this work. So financial support from foundations or government contracts.

To be clear, we're talking about an organizing principle here, and we're expecting the schools and communities are going to come together and continue to raise resources to support all of the programmatic elements that a school needs support in their community.

We got a number of core elements that are listed in the RFP, including

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2 community school coordination, parent  
3 and family engagement, expanded  
4 learning and enrichment activities, and  
5 mental health services.

6 And I'll take just a second to go  
7 through each of those. So for  
8 Coordination we're looking to provide  
9 backbone support for schools. And it  
10 is really a holistic approach, as I  
11 mentioned earlier. So each CBO is  
12 going to hire a community school  
13 coordinator. They're going to do that  
14 in coordination with the principal and  
15 school leadership team, this is a joint  
16 decision the leadership team will make.  
17 And we're expecting to see  
18 collaborative planning throughout the  
19 course of the year. Facilitative  
20 conversations where the Community  
21 School coordinator really becomes a key  
22 component of the principal's cabinet  
23 and the school's leadership team. And  
24 in some schools the Community School  
25 coordinating counsel will be a part of

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2 the school team, other times it might  
3 operate as an extension of that.

4 We're looking for transformative  
5 parent engagement. The lead partner  
6 will coordinate with the SLT and the  
7 power coordinator to facilitate parent  
8 engagement; this can include engaging  
9 parents and community members in  
10 decision-making and leadership roles.  
11 We're really looking for opportunities  
12 to promote buy-in for parents and to  
13 build trust across the broader  
14 Community School; talking about real  
15 culture change. Looking at change in  
16 the culture of schools we need parents,  
17 we need families, we need to get the  
18 school's faculty on board, in addition  
19 to the CBO and the principal, right?  
20 You in this room know it is difficult,  
21 you can't do this work alone. So we're  
22 really looking for an organizing  
23 component to get by and across multiple  
24 stake holders.

25 There is an expanded learning

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2 expectation along with enrichment. So  
3 Community Schools will offer 12 and  
4 half hours of expanded learning time  
5 and enrichment each day over the course  
6 of 30 to 36 weeks of school.

7 Now as part of the Renewal School  
8 program there is an extra instructional  
9 hour each and every day, so those  
10 5 hours a week are part of the 12 and  
11 half hours. And the expectation here  
12 is that instructional time, the  
13 enrichment time, the CBO time, and the  
14 faculty time are all coordinated in the  
15 line with one another. We don't want  
16 these works happening in silos. We  
17 have a team at the Department of  
18 Education that's supporting principals  
19 and leadership development and to help  
20 them understand how to interview, to  
21 bring together as well. And there will  
22 be a lot of support to make this  
23 happen.

24 We also want to make sure that  
25 all expanded learning opportunities are

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2 balanced, so there is a mix of art,  
3 physical education, and academic work.

4 And we have mental health  
5 programing as well. Scott Bloom is  
6 going to talk a little bit about the  
7 mental health work.

8 MR. BLOOM: Thank you, Chris.  
9 Good morning.

10 So let me run through briefing  
11 the mental health piece of the  
12 Community Schools. The first thing  
13 that we're going to do is assist the  
14 schools and the lead partner, the CBOs,  
15 in assessing the need for mental health  
16 services. We'll be doing assessment,  
17 looking at the gaps of resources, what  
18 they have, what they don't have. And  
19 we're going to be looking at three  
20 areas of mental, any kind of mental  
21 health program, might have universal  
22 interventions which are whole school;  
23 selective interventions which target  
24 students who are at risk or abuse,  
25 neglect, dropping out, suicide

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2 ideation; and finally indicated  
3 services which are typically one on one  
4 treatment for students and their  
5 families.

6 We will be assisting the lead  
7 CBOs in subcontracting with mental  
8 health providers throughout the City  
9 who are qualified, as stated in the  
10 RFP. We'll be working with schools.  
11 We'll have school mental health  
12 managers that will be working with  
13 schools to assist in choosing the  
14 appropriate interventions for the  
15 school, help them obtain -- if there  
16 are satellite clinics opening up in the  
17 schools, help them obtain the licenses  
18 and help them through that process.

19 And then we'll be providing  
20 ongoing technical assistance to the  
21 schools, to the CBOs, to make sure that  
22 those mental health providers are doing  
23 what is agreed upon. And finally,  
24 we'll be overseeing with the clinical  
25 programs in these Community Schools to

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2 make sure that, looking at the data  
3 that they're collecting, quality  
4 assurance, making sure that they are up  
5 to the standards of the State Office of  
6 Mental Health, who we'll be working  
7 very closely with, and also with the  
8 New York City Department of Health and  
9 Mental Hygiene.

10 MR. CARUSO: Thanks, Scott.

11 Finally, there are some key  
12 staffing expectations that were listed  
13 in the RFP. So first off, every  
14 contractor that's awarded a contract  
15 will be expected to hire a Community  
16 School coordinator that I mentioned. A  
17 bachelor degree is required. And this  
18 person will be responsible for the  
19 coordination and collaboration of all  
20 programing, including in school, and  
21 expanded learning elements. Again, it  
22 is expected that the school leadership  
23 team, the principal and CBO will work  
24 together to identify the appropriate  
25 candidate and hire them. As much as

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2 possible we really want the Community  
3 School coordinators filling the part of  
4 the school leadership team.

5 There are a couple of other  
6 important faculty positions that might  
7 already be in place at the school. So,  
8 for instance, an expanded learning  
9 director, if your school already has a  
10 SONYC or a Compass Program, chances are  
11 you already have a full time SONYC or  
12 Compass director, someone that is  
13 managing the expanded learning work at  
14 that school. So, obviously, if not, we  
15 need to hire someone to do that work.

16 Likewise, the school might have  
17 an educational specialist, it might be  
18 an instructional coach or someone that  
19 is helping coordinate some work and  
20 aligning curricular and pedagogical  
21 resources between schools and other  
22 partners in the school, and providing  
23 coaching to the school faculty. That  
24 position might be already in place as  
25 well.

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2 And finally Scott just eluded the  
3 presence of mental health professionals  
4 will be an important component that may  
5 or may not exist there. What we're  
6 encouraging folks to do is highlight  
7 what resources we're leveraging, what's  
8 already there. And where there are  
9 gaps, address how you will be filling  
10 them and what type of staff you  
11 anticipate will fill those needs.

12 So I'm thrilled to see folks in  
13 the room today on such a dreary  
14 morning. It really is encouraging to  
15 think about the great non-profits that  
16 are willing to partner with the City on  
17 this effort. The work that we're  
18 embarking on today is not easy and it  
19 is going to require a transformational  
20 change in mindset, which is precisely  
21 our goal.

22 Community Schools are intended to  
23 change the student experience and  
24 strengthen community connections to  
25 schools, both of which will require

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2 significant shift in school culture.

3 And together, I'm confident that we can  
4 make this happen.

5 In closing, I want to say that  
6 we're here today to listen, to do our  
7 best to answer any questions and  
8 clarify anything that's unclear. Know  
9 that we value your feedback and we look  
10 forward to your questions. So thank  
11 you.

12 MS. WHITE: Thank you, Chris.

13 So now that the panel portion of  
14 this presentation has been now  
15 concluded, I would like to invite you  
16 to the podium. We can form a line here  
17 and you can come ask your questions.  
18 This session is being recorded, so when  
19 you come up to the microphone please  
20 make sure that you state your name, the  
21 organization you're representing, and  
22 if you can, possibly reference the  
23 page or section that you have your  
24 question from the RFP. Thank you.  
25 Don't be shy.

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MS. BLANK: Hi, I'm Emily Blank from Cypress Hill Local Development Corporation. I have kind of a long list of questions, including micro and macro.

One is that the RFP says that the schools had to let DOE know by Saturday, this past Saturday, if they wanted to collaborate. So I'm not sure -- I couldn't find in the RFP who they were suppose to contact at the DOE. We have two schools that want to collaborate with us. So I just want to check if they didn't manage to get to anybody, can they still collaborate with us?

MR. CARUSO: Yes, they still can. The Renewal Schools Office was reaching out to the indicated schools at the end of the last week. So we're aware of a number of the folks that want to collaborate. If they haven't, you can -- you should just send an e-mail to RFP Questions and we'll forward it to

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2 the right folks at DOE.

3 MS. BLANK: We can send that or  
4 the principal needs to do that?

5 MR. CARUSO: You can send it and  
6 we'll follow-up with the principals.

7 MS. BLANK: Great. On page 4 on  
8 the structure proposal, it mentions is  
9 there a format for that or a planning  
10 and assessment plan timeline? Is there  
11 a format for that or do we just create  
12 that?

13 MR. FRENZEL-BERRA: There is no  
14 set format. It is up to you to  
15 organize that and include it in your  
16 proposal.

17 MS. BLANK: Okay. About the  
18 mental health assessment. I was  
19 curious, we're interested in working on  
20 a school compass that has an on-site  
21 mental health clinic. So is it  
22 possible that one outcome of the  
23 assessment would be that we would not  
24 have funds allocated for mental health  
25 at all because they're already so many

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2 existing services?

3 MR. BLOOM: I think it would just  
4 be taken into consideration. The  
5 assessment would still be done to make  
6 sure that what that clinic is doing is  
7 not only appropriate but is meeting the  
8 needs of the school.

9 MS. BLANK: But one scenario  
10 could be that there would not be  
11 additional dollars for mental health  
12 services?

13 MR. BLOOM: I'm not sure about  
14 that. Again, we would have to take a  
15 look to see what they are doing -- we  
16 do know if there are already mental  
17 health programs on-site any funding is  
18 not to -- any funding would not be for  
19 what they're already doing. So if  
20 they're on a campus with 2000 students,  
21 and they only have one person working  
22 there, money might be used to enhance  
23 what they're doing, but not to pay for  
24 what they currently have.

25 MS. BLANK: The linkages, I see

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that they are worth 10 points, but it is a little tricky to figure out the linkages because so much of the programing depends on the result of the assessment that is not done yet. I don't really see any guidance as to what you were looking for for linkages. So I'm just wondering if you can help us with that, because we don't want to run around and get a lot of meaningless linkages to try to get 10 points.

MS. PETERSON: Which page are you referring to?

MS. BLANK: I don't remember. Yeah, page 17. It just says, evidence of substantive linkages with appropriate public, private community service providers. But there is no guidance as to serve the content area of those providers. And like I say, because so much depends on the assessment, we do linkages with wherever the gaps were.

MR. CARUSO: I think we expect

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the linkages to evolve. The idea here is really to show that the applicant is experienced and familiar with the community with which the school operates in. And this is an opportunity for you to demonstrate evidence of that through either existing partnerships or through your knowledge of the community.

MS. PETERSON: We're asking all providers and potential partners to be thinking outside the box. So how can you be most innovative on your approach in working with the schools? How many of you have already had those experiences? This is the opportunity to propose how you can solve a lot of these academic problems that have kept these schools in the positions they are in for so many years.

MS. BLANK: In terms of the measurements, like once the programs are running, is the City going to be developing common measurements for the

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increased parental engagement and improved mental health, and can the providers have any input into that design of that measurement?

MS. PETERSON: Yes. That will evolve over time. And in short order, the best thing that providers can do is actually, if they are hired, form a logic frame which we can give guidance around. Look at your input activities, output, and really have a sense of what you want to accomplish each year of the initiative, but with an eye toward the three-year plan.

MS. BLANK: But that's after being granted.

MS. PETERSON: Yes.

MR. FRENZEL-BERRA: On that point in the structure proposal, the RFP, we are asking proposers to tell us how they would track the progress for those outcomes. So we want to get your input in that way.

MS. BLANK: Okay. And then we've

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2 heard so far from the principals that  
3 we're interested in working with, that  
4 a lot of the DOA assessment process  
5 that started so far is really focused  
6 on in-classroom stuff and instructions.  
7 So separately from this RFP, is the DOE  
8 making funds available to schools for  
9 support around what happens during the  
10 school day in the classrooms, or is  
11 that something that's in the scope of  
12 what we should be thinking about?

13 MS. PETERSON: I love that  
14 question. There is a provider in the  
15 room that does a ton of good work  
16 that's just about in-school programing  
17 working with seniors to freshmen, peer  
18 mentoring. It is like a full  
19 curriculum for faculty, curriculum for  
20 senior, curriculum for ninth graders.  
21 They also will have a Community School  
22 coordinator connecting with community  
23 partners and managing CBOs within the  
24 building. The point is, this is an  
25 in-school and after-school and out of

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school approach, like the connections you can make to the community that it is whole school, and it is whole in particular and it is every aspect of the day. So I think it is incredibly important to recognize that.

For the Renewal School specifically, they will be given additional support from the Renewal School Office headed by Chris Caraco, where they will receive all kinds of professional development, and on-site coaching around classroom management, classroom differentiation. And things like that. And so these processes are happening at once but they are holistic in nature, and we need your support and help in terms of guiding schools along that path.

MS. BLANK: And will the DOE assessment process also include non-academic content areas? Because what we've heard from principals so far that it has mostly been about

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2 academics.

3 MS. PETERSON: That's also a very  
4 good point. Because the RFP Renewal  
5 School Programs recently announced they  
6 wanted to begin with the academic piece  
7 of this work. But really the idea of  
8 the community full approach here in the  
9 City to make kids grow socially,  
10 emotionally, health and mental health,  
11 and also academics. And so, yes,  
12 social, emotional measures, and mental  
13 health, and health will all be factors  
14 into the efficacy of this initiative.

15 MS. BLANK: Just a couple more.  
16 Another thing that's come up through  
17 the assessments so far is that on one  
18 of the goals identified for one of our  
19 schools so to make the school more  
20 physically appealing. So can funds  
21 from this RFP be used for physical  
22 enhancements for the building?

23 MS. PETERSON: Within reason. I  
24 mean beautification is part of any  
25 leveraging school culture. Be creative

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and outside the box, some of this we're going to deal with on an as-needed basis. Your budget is developed in collaboration with the school. You can touch on those points and we'll have that conversation.

MS. BLANK: Last question was just about what you just mentioned about the staffing that you had said some of those positions were as-needed. So does that mean that all of those positions are required, but we only need to talk about them in the proposal if they don't already exist in the building, or that those as-needed ones are depending on what the CBO and the school think is needed?

MR. CARUSO: They're depending on what the school and community think is needed. If you look at the core elements, there's an managerial structure that's going to be required. So if you guys collectively design an ulterior way to staff that and to

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provide leadership for that, then you should propose that, also to leverage existing personnel whether they be from the potential provider from the school.

MS. BLANK: We're looking at high schools so we don't have an expanded load of time program there.

MR. CARUSO: That's right.

MS. BLANK: Thank you.

MR. CARUSO: Thanks.

MS. WHITE: Don't be shy, please come up to the microphone.

MR. OSCAR: Good morning. My name is Daniel Oscar. I'm with The Center For Supportive Schools. My first question was actually prompted by the previous questioner which is, the collaborations that were needed to be told to DOE a few days ago, my understanding was that those collaborations were not between schools and CBOs, but between simply among existing schools within a co-location situation, that the schools themselves

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2 would work together, but that there is  
3 no portion of that that would include  
4 mention of a CBO. But is that a  
5 correction, the collaborations be told  
6 in advance to DOE between the CBO or  
7 the particular schools?

8 MR. CARUSO: No. Your premise is  
9 correct, this is for two schools that  
10 are co-located and they are choosing to  
11 consolidate their program sites, and  
12 then they will be working with one lead  
13 CBO. They don't need to name that CBO.  
14 They don't need to name them when they  
15 DOE. Just for a point of clarify, I  
16 was suggesting that the proposer could  
17 notify DOE and just give us the heads-up  
18 to work on the timing of it.

19 MR. OSCAR: If there is a school  
20 that's not co-located with another  
21 school, there is no reason for them to  
22 communicate about that at this time.

23 MR. CARUSO: That's right.

24 MR. OSCAR: Thank you. Is there  
25 any -- this is just a point of clarity

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2 -- is there any maximum number of CBOs?  
3 The school partnerships, I know under  
4 AIDP there was a maximum of three. I'm  
5 wondering if that applies with this  
6 one? And I have a follow-up question  
7 on that.

8 MS. PETERSON: No maximum.

9 MR. CARUSO: So just to clarify,  
10 we're looking for one lead CBO that's  
11 what this RFP is for. And when you're  
12 talking about the partnerships, we  
13 haven't in the RFP stated any minimum  
14 or maximum for that. Along with the  
15 lines of efficiency, we would want some  
16 rationale, and we're looking for kind  
17 of a larger model for what would define  
18 the appropriate collaborations.

19 MS. PETERSON: In terms of AIDP,  
20 yes, we had three CBOs. So a CBO  
21 partner with three schools and no more,  
22 or one of those could be a campus site.  
23 But in this case, no, there is no  
24 minimum or maximum. But it is  
25 important that we all are

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2 self-reflective about what we can  
3 handle, obviously, as an organization.  
4 So being a partner to 20 schools might  
5 be a lot of work.

6 MR. OSCAR: So that leads to the  
7 follow-up question which is, this seems  
8 perhaps the equivalent of 84 separate  
9 competitions as opposed to one  
10 competition that each -- where  
11 essentially everyone is applying to  
12 particular schools. So if a scenario,  
13 if, and I'm making this up, but to  
14 illustrate a question, if there are  
15 four schools that want to work with a  
16 particular CBO, and the CBO knows it  
17 only has a capacity to handle two, how  
18 does the CBO, need in the  
19 pre-application stage, to decide to  
20 submit only two applications, because  
21 that's the maximum that it could  
22 handle, even though those two maybe  
23 rejected? Or can it apply for four  
24 hoping that two will be accepted, but  
25 if four are accepted they may need to

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2 tell two that it doesn't have a  
3 capacity to work with them? Do you  
4 understand the question I'm raising?

5 MR. CARUSO: It is 84 separate  
6 competitions, that's accurate. The CBO  
7 should assess its capacity and have a  
8 transparent conversation with the  
9 school's principal. Sarah mentioned  
10 you can apply for as many as you want.  
11 And the ones that are awarded  
12 ultimately will be your decision to  
13 accept those or not. And so we will  
14 come back and say, this is based on  
15 your applications and the scores, and  
16 based on the principals' interviews,  
17 you apply for four, awarded three, and  
18 it is your decision to move forward  
19 from there.

20 MR. OSCAR: Okay. Just to  
21 repeat, I was making up all numbers.

22 MR. CARUSO: I already wrote it  
23 down.

24 MR. OSCAR: And then the last  
25 question, and I will leave. I'm

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2 assuming this is open to any  
3 non-for-profit organization that's able  
4 to do business in New York City, even  
5 if it is not based in New York City?

6 MR. CARUSO: The criteria,  
7 whatever the criteria is in RFP.

8 MR. OSCAR: Okay, great. Thanks.

9 MS. TAZARTES: Hi, I'm Lisa  
10 Tazartes, Ramapo For Children. My  
11 question is about how professional  
12 development is going to work. We know  
13 this RFP -- I know you touched on this  
14 already, because we read in the both  
15 the need for professional development  
16 for school staff, which you mentioned,  
17 there may be funds to go to the  
18 schools, and professional development  
19 for -- need to CBO staff, we're going  
20 to now work in school reforms. Is that  
21 separate funding for professional  
22 development? Or should that be built  
23 into the proposal?

24 MR. CARUSO: So the Department of  
25 Education will be providing support for

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2 the schools, both through the Renewal  
3 Schools Office and Community Schools  
4 Office. I think that provider should  
5 assess the capacity of their staff and  
6 figure out together with the school  
7 what the professional development needs  
8 are and include that as part of your  
9 plan. There isn't going to be a  
10 separate pot of money for provider to  
11 tap into for professional development.

12 MS. TAZARTES: Thank you.

13 MS. MATLOFF-NIEVES: Good  
14 morning. Sue Matloff-Nieves, Queens  
15 Community House. Most of my questions  
16 were answered, but I have a couple of  
17 small ones.

18 On page 15 there is a sense  
19 anticipated that schools with 500 and  
20 more students would have at least one  
21 full-time clinical social worker on  
22 staff. Is that referencing the CBO  
23 staff or the CBO subcontracting staff?

24 MR. BLOOM: That would represent  
25 CBO subcontracting staff.

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2 MS. MATLOFF-NIEVES: Thank you.

3 And on page 16 where it says, lead CBOs  
4 would insure designated staff members  
5 attend all meetings related to  
6 Community Schools that refers to the  
7 CBO designated staff meetings? Because  
8 it is hard for us to hold --

9 MR. CARUSO: Can you repeat that  
10 section?

11 MS. MATLOFF-NIEVES: On page 16,  
12 it is Section C, towards the bottom of  
13 the page it says, meetings in terms of  
14 the measurements to administering  
15 outcomes, lead CBOs would insure the  
16 designated staff members attend all  
17 meetings related to Community Schools  
18 that are deemed mandatory by DOE.

19 MS. PETERSON: Yes.

20 MR. CARUSO: You're responsible  
21 for your own staff.

22 MS. MATLOFF-NIEVES: We can  
23 document our efforts to get them there,  
24 but if they don't show up that becomes  
25 a larger issue.

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2 MS. PETERSON: The Community  
3 School coordinator ideally will be a  
4 partner and not a tenant in the  
5 building, and partner with the  
6 principal and SLT. Because there are  
7 two kinds of meetings that we're  
8 anticipating these schools will  
9 undertake; one is a monthly meeting  
10 involving all stakeholders from the  
11 community that want to track and be  
12 part of this work. So that's sort of a  
13 collective engagement effort, which the  
14 Community School coordinator will be  
15 very much a part of organizing. And  
16 then there is a weekly  
17 attendance/achievement meeting where  
18 the schools use to really think about  
19 differentiative support to kids, and  
20 they track the intervention. And the  
21 coordinator plays a role in organizing.

22 MS. MATLOFF-NIEVES: We like  
23 mandating, that helps us have some  
24 leverage.

25 And the last question that I have

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was, you may not be able to answer this but, we find some schools seeking partners, and we've been approached not necessarily wanting to partner necessarily. So if we apply for School A and School B, which has three applicants, but School B has no applicants, is there a chance that we would be asked to partner with School B if found qualified?

MR. CARUSO: I think you should focus on the schools that you're going apply with, and if there are schools without partners, that's something the DOE will have to consider at that time.

MS. MATLOFF-NIEVES: Thank you.

MS. WHITE: Turning the mike slowly, just to make sure there are no other questions.

MS. BLANK: Emily Blank Cypress Hill Local Development Corporation. The school interview items, Attachment D, can you just talk about when that's used and how that fits in the process?

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MR. CARUSO: I'll start, and Bob can follow-up. It is an interesting process here to submit a proposal. It will be reviewed by a number of readers, different city agencies, and then the highest ranked proposal will be sent on to the school teams. The schools will then have a window to interview the applicants so they will bring, for example -- and then they will follow protocol like there will be a scoring rubric that the schools will use when they are going through the interview process.

MS. BLANK: It is not something we need to deal with?

MR. FRENZEL-BERRA: No.

MS. BLANK: Okay.

MS. WHITE: If there aren't any more questions, I would like to close out by saying that if there is an addendum to this RFP, or any other announcements, it will be issued through the HHS Accelerator System.

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Lastly, please be reminded, the proposal due date and time in the HHS Accelerator System is February 24th, 2015, at 2:00 p.m.

Thank you so much. This concludes the Pre-Proposal Conference for Community Schools RFP.

(Time noted: 10:52 a.m.)

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C E R T I F I C A T E

STATE OF NEW YORK        )  
  )SS.:  
COUNTY OF QUEENS        )

I, VICKY GALITSIS, a Certified  
Shorthand Report and Notary Public with and  
for the State of New York, do hereby  
certify:

I reported the proceedings in the  
with-entitled matter and the foregoing  
transcript is a true record of said  
proceedings, as amended.

I further certify that I am not  
related to any of the parties to this action  
by blood or marriage; that I am in no way  
interested in the outcome of the matter.

IN WITNESS WHEREOF, I have hereunto  
set my hand this 4th day of February, 2015.

\_\_\_\_\_  
VICKY GALITSIS

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