

BROKEN ARROW PUBLIC SCHOOLS

Educating Today Leading Tomorrow



Contract Committee Review Request

MUST BE COMPLETED IN FULL

Date: 1.31.2022

Contract/Agreement Vendor: Impact Tulsa

Name of Vendor & Contact Person

ashley@impacttulsa.com

Vendor Email Address

This has already been reviewed, but they are upping it to giving BAPS 10,000

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Secondary Students

Reason/Audience to benefit

02/07/2022

BOE Date

\$ 10,000.00

Amount of agreement

Person Submitting Contract/Agreement for Review: Sharon James

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Sharon James

Does this Contract/Agreement utilize technology? YES/NO
If yes, Technology Admin:

Leadership Team Member: Karl Dyer

Funding Source: Fund/Project OCAS Coding

Impact Tulsa is giving us a grant for 10,000. The previous grant was only \$500. They had more funds come available and decided to give more!

Consent

Action

Summary This area must be complete with full explanation of contract

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

2022 - 2023 Tulsa Challenge Series Summary & Commitment Agreement

I. Introduction

ImpactTulsa and Broken Arrow Public Schools are agreeing to share data for the purpose of setting, tracking, and measuring cradle to career outcomes for Broken Arrow Public Schools students, which includes career outcomes for high school students, post-secondary entry, and post-secondary completion. This Tulsa Challenge Series project and grant funding will help to further the shared mission of both entities.

This Agreement is entered into this 28 January 2022 by and between Broken Arrow Public Schools, 701 S Main St, Broken Arrow, OK 74012 and ImpactTulsa, 907 S. Detroit Ave, Suite 1100B, Tulsa, Oklahoma 74120, collectively known as ("The Parties").

II. Summary

Purpose: Amplify youth agency through the design of solutions to challenges students identify as they navigate high school and prepare for post-secondary access and opportunities. Additionally, school sites will have a set of practices with supporting materials and the experience to adopt and scale youth agency practices on their campus.

Youth Action Team Description: A youth action team is a group of youth who are diversely representing the lived experience of those who have previously been excluded from decision-making, planning, implementation, and evaluation of solutions to barriers that most impact them. They will take action to solve barriers experienced by youth, traditionally of marginalized groups, through the shared power to make decisions and with the support and collaboration of partnering adults. They have the space and resources to innovate, fail forward and celebrate successes. As a team, they will utilize their strengths and improve in areas of growth through collaboration across district and local teams.

Benefits for students: Students will have an opportunity to build their leadership, communication, and problem-solving skills, collaborate with campus and community members to design and implement sustainable solutions to improve student experiences to perceived challenges to post-secondary access and opportunities, and present their solutions alongside other district youth action teams. Students will be individually stipended \$100 per semester for their time

and intellectual contributions.

Benefits for school campuses: Campuses will have an opportunity to spotlight student leadership and learn from the solutions they create to better support students as they prepare for and choose their postsecondary path. Campus coaches will have one semester of improvement coaching with Community Design Partners and the continuation of scaffolded support, including teacher and student stipends, provided by ImpactTulsa for SY 22/23. Campuses will have guidance and materials to implement and scale youth agency practices throughout their campus and will receive \$10,000 in funds to support and sustain student-led tests of change pertaining to perceived barriers to post-secondary access and opportunities.

Campus and district commitments:

- Be named as a Tulsa Challenge Series participating district and high school, running Spring of 2022 through Spring of 2023
- Commit to the implementation of a youth action team and coach for 3 semesters: Spring 2022, Fall 2023, Spring 2023
- Establish a diverse group of 8 students for the youth action team
- Identify and recruit 1 coach on campus to meet with students over 8 weeks to support the implementation of a self-selected student project for 3 semesters
- Access to staff who disseminate content knowledge on post-secondary options who commit to supporting students with content information as needed
- Provide a space for students to meet on campus to attend virtual team meetings with other district teams and a coaching consultant, Spring 2022
- All coaches and youth action teams attend the virtual kick-off and closing event, Spring 2022
 - All coaches and youth action teams attend 3, one-hour meetings with a coaching consultant over 8 weeks, Spring 2022
- School leadership approves and supports the autonomy for students and coaches to implement all aspects of their project at the school
- School districts provide swift access to the provided funds to support immediate and long-term requests to implement the youth action teams tests of change
- Youth action teams use the \$10,000 funds to conduct tests of change by May 2023
- Youth action teams and coach meet with ImpactTulsa for scaffolded supports and data tracking, Fall 2022 and Spring 2023
- Provide feedback throughout to help improve the process for future projects

Coach Commitments:

Spring 2022

- Attend coach orientation and after-action review
- Identify and recruit a diverse group of 8 students for the challenge series
- Attend kick-off and closing events and coordinate youth action team attendance
- Track student attendance and/or engagement throughout the challenge series
- Regularly meet with youth action team (as needed to create, run, and evaluate a test of change)
- Attend, with youth action team, 3-one hour meetings with coach consultant
- Support students as they develop and implement solutions and strategies
- Connect students to on-campus and off-campus resources to support strategies
- Support with the documentation of the youth action teams journey to capture outcome data and artifacts to be used to tell the story of their experience
- Foster youth agency, leadership, teamwork, and motivation throughout the challenge series
- Align available funds to resource tests of change
- Provide feedback throughout on coach and/or student needs and concerns

Fall 2022 and Spring 2023

- Attend coach orientation and after-action review
- Coach 2 subsequent semesters of a youth action team
- Track student attendance and/or engagement
- Foster youth agency, leadership, teamwork, and motivation
- Align available funds to resource tests of change
- Provide feedback throughout on coach and/or student needs and concerns
- Attend quarterly check-ins with ImpactTulsa, dates TBD
- Align available funds to resource tests of change
- Provide feedback throughout on coach and/or student needs and concerns

Support for Coaches/Campus:

- \$750 personal coaching stipend per semester to be paid to the school district
- Project materials with tips and tools to help guide the youth action team's thinking and process
- Orientation for coaches on the challenge series outcomes, commitments,

and identifying/recruiting students

- Consultants from Community Design Partners to facilitate all virtual meetings and support and train coaches in adult-student partnerships and all project materials
- Access to ImpactTulsa staff should coaches need any additional support or have questions about implementing solutions, strategies for supporting students, or need to address any concerns
- \$10,000 in funding paid to the school district to be used through May 2023. The funds will be used to test, improve, and scale innovative change ideas/solutions created by students to perceived barriers to post-secondary access and opportunities. ImpactTulsa and coaches will work collaboratively to establish the expectations for testing
- A co-developed implementation plan for SY 22/23
- Scaffolded supports for SY 22/23 provided by ImpactTulsa
- Communications and technology support, as needed, to document the challenge series journey and the implementation of the tests of change and artifacts to share internally and externally

Timeline:

- **February, 2022:** Coach Orientation and student recruitment training (tentative date depending on coach availability)
- **February 22, 2022:** Last day to sign & submit the campus commitment agreement.
- **February 22, 2022:** Campus youth action teams registered
- **February 23, 2022:** Youth action teams attend virtual Kick-off event (half day)
- **February 23, 2022:** 8-week Challenge Series begins
- **February 28-April 15, 2022:** Attend 3 virtual meetings facilitated by consultant
- **April 20, 2022:** 8-week Challenge Series ends
- **April 20, 2022:** Youth action teams attend virtual Closing Celebration (half day)
- **May 2022:** Coach, principal, and interested systems-change leaders attend an after-action review of challenge series
- **August 2022-** Coach orientation and student recruitment training
- **August-December 2022-** Continue youth action teams per district individual implementation plan
- **January-May 2022-** Continue youth action teams per district individual implementation plan
- **May 2022-** Coach, principal, and interested systems-change leaders attend an after-action review of challenge series project

Grant Funding:

- **Coaches:** \$750 stipend/semester (Paid after execution of this Agreement.)
- **District/Teams:** \$10,000 funding to test and implement student-led solutions (Paid after execution of this Agreement.)
- **Students:** Each student will receive a \$100 gift card per semester as compensation for their time and intellectual contributions. 80% attendance and/or engagement is required to receive the full stipend (Paid directly to students by ImpactTulsa within 30 days after the closing ceremony).

Partners & Lead Contact:

Organization	Point of Contact	Role
ImpactTulsa	Andrea Stacy andrea@impacttulsa.com	Logistics and Sustainability
Community Design Partners	Kari Nelsestuen kari@communitydesignpartners.com	Consultant, improvement coach, and facilitator
Tulsa Changemakers	Jake Lerner jake@leadershiptulsa.org	Coach trainer and collaborator
Broken Arrow	Karla Dyess kdyess@baschools.org	Participating District
Tulsa Public Schools	Krystal Hutchinson hutchkr1@tulsaschools.org	Participating District
Union	Linda Felstein felstein.linda@unionps.org	Participating District

III. Grant Agreement and Campus Commitment

This grant is distributed with the following conditions:

(1) Use of Grant. The grant is to be used exclusively for the Purpose. No part of the Grant may be used to lobby, attempt to influence legislation, support or oppose any candidate or party in any election, carry on a voter registration drive, or any other political activity or purpose. Grantee will provide information

reasonably requested by ImpactTulsa regarding the use of the grant.

(2) Records. Grantee agrees to maintain records of grant expenditures (“Expenditure Records”) (a) consistent with generally accepted accounting principles, (b) in the ordinary course of business and (c) for a period of at least two years after the date the last grant expenditure is made (“Retention Period”). Upon reasonable notice from ImpactTulsa, Grantee agrees to make the Expenditure Records available to ImpactTulsa or its representative for review or audit at any time until the expiration of the Retention Period. Any such review or audit shall be conducted during ordinary business hours at a mutually agreed upon time and date and at ImpactTulsa’s expense. If ImpactTulsa determines the conditions of the grant have not been complied with, then in addition to any and all remedies available to ImpactTulsa, ImpactTulsa may request and Grantee shall return any grant funds not spent and Grantee will cease holding itself out as a grantee of ImpactTulsa or otherwise connected with ImpactTulsa.

(3) Recognition. Grantee shall recognize “ImpactTulsa” at the level commensurate with this grant at all public events and in all materials where financial sponsors of are listed. Please contact Bailey McBride (bailey@impacttulsa.com) at ImpactTulsa to discuss event recognition and further details.

(4) General. This Agreement may be amended or modified only in writing which has been signed by the Parties hereto and which specifically references this Agreement. This Agreement may not be assigned by Grantee. Nothing in this Agreement shall be construed to create a partnership or joint venture, nor to authorize any Party hereto to act as agent for or representative of any other Party hereto. Each Party hereto shall be deemed an independent contractor and no Party hereto shall act as, or hold itself out as acting as, an agent for any other Party hereto. This Agreement is made and executed in Tulsa, Oklahoma, and shall be subject to, and interpreted by and in accordance with, the laws (excluding conflict of law provisions) of the State of Oklahoma.

By signing below, we commit to the Tulsa Challenge Series project outlined in the campus and coach commitments section of the campus summary.

FOR THE DISTRICT

Name:	Title: (Coach)
Email:	Date:

Name:	Title: (Principal)
Email:	Date:

District Approval Signature:	Date:
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FOR IMPACTTULSA

Name:	Title:
Email:	Date:

Name:	Title:
Email:	Date:

If you have questions or concerns, please reach out via email at andrea@impacttulsa.com or via phone at 918.261.1663

Solutions designed BY students, FOR students!