



STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: OHIO DEPARTMENT OF EDUCATION

CONTRACT NUMBER: CSP902009

EFFECTIVE DATES: 09/15/08 TO 06/30/10

\* Renewal through 06/30/15

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP902009 that opened on 8/6/2008. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated, or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to the Ohio Department of Education as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

Questions regarding this and/or the Services Contract may be directed to:

Patrick Means, CPPB  
patrick.means@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

<http://www.ohio.gov/procure>

\*Indicates contract renewal through 06/30/15

CONTRACT REQUIREMENT SYNOPSIS. This section gives only a summary of the Project requirements and the Contractor's responsibilities. The Contractor shall be required to provide technical assistance and support aligned with OLAC essential leadership practices, to superintendents (aspiring, new, and veteran), and members of district and building leadership teams across Ohio to develop their knowledge and skills as individual leaders, as well as to help them improve district systems through the development of highly effective leadership teams to address essential practices in:

1. Data and the decision making process.
2. Focused goal setting processes.
3. Instruction and the learning process.
4. Community engagement process.
5. Resource management process.
6. Board development and governance process.

The Contractor shall also:

1. Develop electronic assessment and professional development aligned with the essential practices identified by OLAC.
2. Develop and implement a strategy for communicating the work of OLAC and fostering professional learning communities around this work on a statewide and regional basis.
3. Coordinate the work of OLAC and its committees.

MUTUALLY AGREED UPON CLARIFICATIONS AND MODIFICATIONS.

1. The general Terms and Conditions for the Contract are contained in Attachment Three of the RFP for Project. The Contract consists of:
  - a. The original RFP and any addendums.
  - b. The documents and materials incorporated by reference in the RFP.
  - c. The Contractors' Proposals, as amended, clarified, and accepted by the State.
  - d. The documents and materials incorporated by reference in the Offerors' Proposal and subsequent accepted clarifications.
  - e. Any related amendments issued subsequent to Contract award.
2. The ODE and the Contractor shall notify the DAS, Office of Procurement Services within ten (10) business days in the event of a change in personnel, financial, or contact information.
3. At the end of the initial term, five (5) additional one (1) year Contract renewal options shall be available with the Contractors. The State may also, at its election, seek to negotiate additional Contractual terms and conditions that would apply for any Contract renewals. Any additional Contractual terms and conditions negotiated pursuant to this provision shall not materially alter the Contract so as to limit or otherwise prejudice the competitive nature of this procurement. The maximum duration of this Contract will be until July 2015.

4. The Contractor must continue to be registered with the Ohio Business Gateway (OBG) at <http://obg.ohio.gov> to file for DMA pre-certification; you must:
  - a. Register with the Ohio Business Gateway (OBG) at:  
<http://obg.ohio.gov>
  - b. Review the Terrorist Exclusion List at:  
[http://www.publicsafety.ohio.gov/links/terrorist\\_exclusion\\_list.pdf](http://www.publicsafety.ohio.gov/links/terrorist_exclusion_list.pdf)
  - c. Complete the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization (DMA) form at:  
<http://www.publicsafety.ohio.gov/links/HLS0038.pdf>

Submit a hardcopy of this completed form with your RFP response. You must then return to the OBG and complete the form for on-line submission under "Electronic Filing." It is important that you submit the DMA form on-line at OBG and in hardcopy with the Proposal.

Failure to complete the certification may result in the Offeror being deemed not responsive and/or may invalidate any Contract award. If not submitted with the proposal response, the Offeror will have seven (7) calendar days, after notification, to submit the form.

5. **AFFIRMATIVE ACTION.** The Contractor shall maintain an Affirmative Action Program and update their plan as indicated prescribed by the DAS EOD office. Information and pertinent links are as follows:  
<http://das.ohio.gov/Divisions/EqualOpportunity/AffirmativeActionProgramVerification/tabid/133/Default.aspx>.

Approved Affirmative Action Plans can be found by going to the Equal Opportunity Department's Web site:

<http://eodreporting.oit.ohio.gov/searchAffirmativeAction.aspx>

Copies of the EOD approval letter shall be submitted to the Office of Procurement Services upon updates or any contract renewal negotiations.

6. Ohio Ethics and Elections Law.
  - a. Ethics Law

Contractor hereby certifies that all applicable parties listed in Division (I)(3) or (J)(3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of O.R.C. Section 3517.13.

In accordance with Executive Order 2007-01S, Contractor, by signature on this document, certifies: (1) it has reviewed and understands Executive Order 2007-01S, (2) has reviewed and understands the Ohio ethics and conflict of interest laws, and (3) will take no action inconsistent with those laws and this order. The Contractor understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this contract and may result in the loss of other contracts with the State of Ohio.

Contractor certifies that it is currently in compliance and will continue to adhere to the requirements of Ohio ethics laws.

- b. Political Contributions

The Contractor affirms that, as applicable to the Contractor, all personal and business associates are in compliance with Chapter 3517 of the Revised Code regarding limitations on political contributions and will remain in compliance for the duration of the Contract and with all applicable provisions that extend beyond the expiration of the Contract.

7. The State will pay only for services rendered.
8. All Contractor invoices shall be submitted to:

\*The Ohio Department of Education  
ATTN: Director, State System of Support  
25 S. Front St., 4<sup>th</sup> Floor  
Columbus, OH 43215

\* Indicates a change in ODE point of contact & mailing information.

\*MONTHLY PROGRESS OBJECTIVES. Monthly progress noted towards the follow Scope of Work activities:

PROGRESS OBJECTIVES – Year 5. Progress toward the following Scope of Work activities:

ITEM	DESCRIPTION	Renewal Term Deliverables
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items:</p> <ul style="list-style-type: none"> <li>✓ Copies of all meeting agendas and meeting summaries, which include decisions made during meetings of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e. Advisory Committee, Executive Core Committee, and the Ohio Department of Education). Agendas shall be disseminated to applicable committee members prior to any meeting.</li> <li>✓ Membership lists, updated on at least a quarterly basis.</li> <li>✓ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and ODE updated at least on a quarterly basis.</li> </ul>	<p>We have organized the committees to meet the needs of the implementation process of the OLAC modules. The project supports three (3) committees.</p>
2	<p>Oversee the enhancement and implementation of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to</p> <ul style="list-style-type: none"> <li>✓ Refinement of resources, tools, and exemplars for nine (9) existing modules.</li> <li>✓ Implement a workshop for new superintendents and new principals around the OLAC essential practices</li> <li>✓ Create webinars to support SPDG, SPOC and SST's.</li> <li>✓ Create regional workshops for superintendents and board of education members attend together.</li> <li>✓ Create higher education regional meetings to promote and increase the use of OLAC modules in coursework for teachers and administrators.</li> <li>✓ Project management progress reports submitted on a monthly basis for reporting progress toward completion of OLAC major activities.</li> <li>✓ Create and monitor an SST Cornerstone on the OLAC website.</li> </ul>	<p>Oversee the continued development and refinement of on-line PD modules and accompanying resources aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>✓ Update of additional content in areas identified by the OLAC Council, the OLAC Core Team, or the OLAC committees based on feedback from users;</li> <li>✓ Inclusion of additional and/or revised video exemplars and content for 9 existing modules</li> <li>✓ Create webinars for SPDG, SPOC's and SST training</li> <li>✓ Create webinars for leadership teams around fidelity or implementation of OLAC and OIP essential practices.</li> <li>✓ Incorporate TBT references into the Higher Education module.</li> <li>✓ Update the Crosswalk in the Higher Education module to include the new module work.</li> <li>✓ Create and monitor an SST Cornerstone on the OLAC website.</li> </ul>

\* Indicates the addition of the Program Progress objectives for Year 4 (CY 2014 & 2015) and the beginning of the resulting Contract repagination.

\* PROGRESS OBJECTIVES – Year 5 (Cont'd.)

<p>3</p>	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>✓ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework.</li> <li>✓ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	<p>The Executive Core Committee and Department of Education Committee will be used to critique new modules, resources, tools, and activities.</p>
<p>4</p>	<p>Devise a marketing plan for all OLAC activities, including: A communication plan that is updated on at least a quarterly basis.</p> <ul style="list-style-type: none"> <li>✓ Devise a marketing plan to increase the use of OLAC modules with an increased focus on higher education and board of educations. Continue the marketing effort that focuses on superintendents, principals and teachers.</li> <li>✓ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>✓ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>✓ Copies of all written publications used to disseminate information about OLAC essential practices.</li> </ul>	<p>Continue partnership with <i>Battelle for Kids</i> to promote, publicize, and document OLAC events, including annual Statewide Summit and related statewide events e.g., action forum, communities of practice, etc.; and collaboration with member association endorsement and use of association dissemination mechanisms.</p> <ul style="list-style-type: none"> <li>√ Create and implement a marketing plan to increase use of OLAC website, modules, resources, and tools specific to higher education facility and board of education members.</li> <li>√ Continue marketing plan for superintendents, principals and teachers to increase the use of OLAC modules.</li> </ul>

\*Indicates the addition of the Program Progress objectives for Year 4 (CY 2014 & 2015)

\* PROGRESS OBJECTIVES – Year 5 (Cont'd.)

<p>5</p>	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new, and veteran superintendents across the State.</li> <li>✓ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>✓ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> </ul>	<p>Same with the following addition:</p> <ul style="list-style-type: none"> <li>✓ Provide regional meetings for school leaders, DLT, BLT, and TBT members to strengthen school improvement plans.</li> <li>✓ Provide meetings for new superintendents and principals on OLAC essential practices.</li> <li>✓ Provide Regional Workshops on OLAC essential practices for superintendents and board of education members.</li> <li>✓ Provide Regional Workshops for higher education faculty on OLAC essential practices and the alignment of OLAC to university credentialing process. Also, increase the use of OLAC modules in pre-service teacher preparation and administrative licensure programs.</li> <li>✓ Provide centralized training for all new SST's to become OLAC facilitators.</li> </ul>
<p>6</p>	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>✓ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>✓ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote training related to the SPDG grant principles.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for SST's, SPOC's and SPDG. PD to include facilitation practices and "best practices" in implementation of school improvement.</li> </ul>	<p>Continued integration of OLAC essential practices in the work of the statewide system of support through partnership with state support team and educational service center improvement facilitators, and higher education representatives; continued collaboration with member associations to include/refine association-sponsored PD to align with OLAC essential practices.</p> <ul style="list-style-type: none"> <li>✓ Additional PD will be provided in order to assist in implementation of SPDG grant concepts and principles.</li> </ul>

\*Indicates the addition of the Program Progress objectives for Year 4 (CY 2014 & 2015)

9. \*PROGRESS OBJECTIVES.

a. PROGRESS OBJECTIVES – Year 4. Progress toward the following Scope of Work activities:

ITEM	DESCRIPTION	RENEWAL TERM DELIVERABLES – YEAR 4
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items:</p> <ul style="list-style-type: none"> <li>✓ Copies of all meeting agendas and meeting summaries, which include decisions made during meetings of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e. Advisory Committee, Executive Core Committee, Superintendent, DLT, BLT, TBT, Committee, and Association Committee). Agendas shall be disseminated to applicable committee members at least one week prior to any meeting and meeting summaries should be disseminated to Council/committee members within seven (7) calendar days of each meeting.</li> <li>✓ Membership lists, updated on at least a quarterly basis.</li> <li>✓ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	<p>Reorganization of the committees to meet the needs of the implementation process of the OLAC modules. The Project will now support four (4) committees.</p>
2	<p>Oversee the refinement of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>✓ Revised and fully functional on-line performance assessment that meets specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>✓ Completed and fully functional on-line professional development (PD) modules that meet specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>✓ Refinement of resources, tools and exemplars to include an exemplars of special education strategies, Response to Intervention strategies, and strategies for early childhood learning.</li> <li>✓ Development of a Teacher Based Team Video Module which will include resources, tools, and exemplars for practicing Teacher Based Teams.</li> </ul>	<p>Oversee the continued development and refinement of on-line PD modules and accompanying resources aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>✓ Development of additional content in areas identified by the OLAC Council, the OLAC Core Team, or the OLAC subcommittees based on feedback from users;</li> <li>✓ Development of training materials/content to assist districts in incorporating the effective use of OLAC on-line resources (special education, early childhood learning, and assessment) as part of their district/school improvement efforts;</li> <li>✓ Refinement of higher education module to encourage use of OLAC framework in pre-service teacher training and principal leadership training;</li> <li>✓ Inclusion of additional video exemplars/illustrations for existing and new content;</li> <li>✓ Development of activities, tools, and related resources to accompany existing and new content with a special focus on special education strategies, Response to Intervention, and early childhood learning;</li> <li>✓ Completed and fully functional on-line professional development (PD) modules that meet specification for Teacher Based Teams; and</li> <li>✓ Project management progress reports submitted on a monthly basis for reporting progress toward completion of OLAC major activities.</li> </ul>

\* Indicates the addition of the Program Progress objectives for Year 4 (CY 2011 & 2012) and the beginning of the resulting Contract repagination.

PROGRESS OBJECTIVES (Year 4 – Cont'd.)

ITEM	DESCRIPTION	RENEWAL TERM DELIVERABLES – YEAR 4
3	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>✓ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework.</li> <li>✓ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	<p>The Executive Core Committee and Superintendent, DLT, BLT, and TBT Committee will be used to critique new modules, resources, tools, and activities.</p>
4	<p>Develop and implement a roll-out strategy for implementing the work of OLAC, including:          A communication plan that is updated on at least a quarterly basis.</p> <ul style="list-style-type: none"> <li>✓ Revise the OLAC Web site to include features that make the Web site easier for navigation and communication of the OLAC essential practices and modules.</li> <li>✓ Devise a marketing plan to increase the use of OLAC modules for school improvement, OIP, Special Education, and Early Childhood.</li> <li>✓ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>✓ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>✓ Copies of all written publications used to disseminate information about OLAC essential practices.</li> </ul>	<p>Same (continue partnership with <i>Battelle for Kids</i> to promote, publicize, and document OLAC events, including annual Statewide Summit and related statewide events e.g., action forum, communities of practice, etc.; and collaboration with member association endorsement and use of association dissemination mechanisms).</p> <ul style="list-style-type: none"> <li>√Revision of the OLAC Web site to include features that make the Web site easier to navigate and communicate the essential practices, modules, tools, and resources.</li> <li>√Create and implement a marketing plan to increase use of OLAC Web site, modules, resources, and tools.</li> </ul>

PROGRESS OBJECTIVES (Year 4 – Cont'd.)

ITEM	DESCRIPTION	RENEWAL TERM DELIVERABLES – YEAR 4
5	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of high quality professional development (HQPDP) on essential practices identified by OLAC for aspiring, new, and veteran superintendents across the State.</li> <li>✓ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>✓ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state (see Attachment 11) to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> </ul>	<p>Same with the following addition:</p> <ul style="list-style-type: none"> <li>✓ Provide regional meetings for school leaders, DLT, BLT, and TBT members to strengthen school improvement plans.</li> </ul>
6	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>✓ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>✓ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for district-level and school-level leadership teams across the State.</li> </ul>	<p>Same (continued integration of OLAC essential practices in the work of the statewide system of support through partnership with state support team and educational service center improvement facilitators, and higher education representatives; continued collaboration with member associations to include/refine association-sponsored PD to align with OLAC essential practices).</p>

b. PROGRESS OBJECTIVES – YEAR 3. Progress toward the following Scope of Work activities:

ITEM	DESCRIPTION	RENEWAL TERM DELIVERABLES – YEAR 3
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items:</p> <ul style="list-style-type: none"> <li>✓ Copies of all meeting agendas and meeting summaries, which include decisions made during meetings of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e., superintendent committee, DLT committee, BLT committee). Agendas shall be disseminated to applicable committee members at least one week prior to any meeting and meeting summaries should be disseminated to Council/committee members within ten (10) calendar days of each meeting.</li> <li>✓ Membership lists, updated on at least a quarterly basis.</li> <li>✓ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	Same (No change)

PROGRESS OBJECTIVES. ( Year 3 - Cont'd.)

<p>2</p>	<p>Oversee the development and implementation of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>✓ Completed and fully functional on-line performance assessment that meets specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>✓ Completed and fully functional on-line professional development (PD) modules that meet specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>✓ A project management plan submitted at least on a monthly basis for reporting progress toward completion of on-line assessment and on-line PD modules.</li> <li>✓ Feedback from pilot testing of draft on-line assessment and on-line PD modules from a representative sample of districts in Ohio that is provided to and considered by OLAC committees prior to finalizing on-line assessment and PD.</li> </ul>	<p>Oversee the continued development and refinement of on-line PD modules and accompanying resources aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>√ Development of additional content in areas identified by the OLAC Council, the OLAC Core Team, or the OLAC subcommittees based on feedback from users, as well as modules on facilitation of the Ohio Improvement Process using OLAC as a foundation.</li> <li>√ Development of training materials/content to assist districts in incorporating the effective use of OLAC on-line resources (assessment and modules) as part of their district/school improvement efforts.</li> <li>√ Inclusion of additional video exemplars/illustrations for existing and new content.</li> <li>√ Inclusion of additional video exemplars/illustrations for existing and new content.</li> <li>√ Development of activities, tools, and related resources to accompany existing and new content.</li> <li>√ Development of interactive features to promote discussion within and between districts and other interested groups (e.g., higher education).</li> <li>√ Adaptation of OLAC performance assessment to be used for superintendent, principal, DLT, BLT walk through observations.</li> <li>√ Project management progress reports submitted on a monthly basis for reporting progress toward completion of OLAC major activities.</li> </ul>
<p>3</p>	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>✓ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework. Criteria shall be established by the end of the second quarter of Project year one.</li> <li>✓ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	<p>Same (Continued use of executive management team and Core Team as group to oversee vetting process.)</p>

PROGRESS OBJECTIVES. ( Year 3 - Cont'd.)

<p>4</p>	<p>Develop and implement a roll-out strategy for communicating the work of OLAC, including:          A communication plan that is updated on at least a quarterly basis.</p> <ul style="list-style-type: none"> <li>✓ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>✓ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>✓ Copies of all written publications used to disseminate information about OLAC essential practices.</li> </ul>	<p>Same (Continue partnership with <i>Battelle for Kids</i> to promote, publicize, and document OLAC events, including annual Statewide Summit and related statewide events e.g., action forum, communities of practice, etc.; and collaboration with member association endorsement and use of association dissemination mechanisms).</p>
<p>5</p>	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new, and veteran superintendents across the State.</li> <li>✓ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>✓ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state (see Attachment 11) to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> </ul>	<p>Same with the addition of:</p> <ul style="list-style-type: none"> <li>✓ Establishment of a BASA-sponsored OLAC recognition program for promoting and encouraging the implementation of OLAC essential leadership practices on a district-wide basis.</li> </ul>

PROGRESS OBJECTIVES. ( Year 3 - Cont'd.)

6	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>✓ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>✓ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for district-level and school-level leadership teams across the State.</li> </ul>	<p>Same (Continued integration of OLAC essential practices in the work of the statewide system of support through partnership with state support team and educational service center improvement facilitators, and higher education representatives; continued collaboration with member associations to include/refine association-sponsored PD to align with OLAC essential practices).</p>
---	--	---

10. \*UNSPSC Category Code: 86141500 (Educational Guidance Services)

OAKS Item ID: 14561

\* Indicates a change to the UNSPSC code from 86000000 (Education & Training Services) to 86141500 (Educational Guidance Services).

COST SUMMARY.

a. \*COST SUMMARY (Year 5):

DELIVERABLE		Number of Meetings	TOTAL COST 2013-2014	TOTAL ANNUAL COST 2013-14	Number of Meetings	TOTAL COST 2014-2015	TOTAL ANNUAL COST 2014-2015	Rationale
		Year 5 2013-14	(PER DELIVERABLE)		Year 6 2014-2015	(PER DELIVERABLE)		
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items:</p> <ul style="list-style-type: none"> <li>√ Copies of all meeting agendas and meeting summaries, which include decisions made during meeting of the OLAC, the Ohio Leadership Core Team, and the OLAC committees. Agendas shall be disseminated to applicable committee members prior to any meeting.</li> <li>√ Membership lists, updated on at least a quarterly basis.</li> <li>√ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	8	\$7367.00	\$58,936.00	8	\$7500.00	\$60,000.00	This budget item is an increase of \$1064.00 due to increase number of participants attending the Executive Core meeting and the increased cost for mileage paid to participants who attend meetings.
2	<p>Oversee the enhancement and implementation of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>√ Revised of nine (9) existing modules so that modules remain current.</li> <li>√ Webinars for superintendents, principals, SPDG, SPOC's and SST's on essential OLAC practices.</li> <li>√ Webinars leadership teams around fidelity and/or implementation of OLAC and OIP essential practices.</li> <li>√ Incorporate TBT references into the Higher Education module.</li> <li>√ Update the Crosswalk in the Higher Education module to include the new module work.</li> <li>√ Create and monitor an SST Cornerstone on the OLAC website.</li> </ul>	4	\$30,000.00	\$120,000.00	4	\$36,000.00	\$144,000.00	We have increased the budget to account for the creation and monitoring of an SST Cornerstone on the OLAC website.

\*Indicates Cost Summary information for year five (CY-2014 and CY 2015)

b. \*COST SUMMARY (Year 5 - Cont'd):

DELIVERABLE		Number of Meetings  Year 5 2013- 2014	TOTAL COST 2013-2014  (PER DELIVERABL E):	TOTAL ANNUAL COST  2013-2014	Number of Meetings  Year 6 2014-2015	TOTAL COST 2014-2015  (PER DELIVERABL E)	TOTAL ANNUAL COST  2014-2015	Rationale
3	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>√ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	<u>6</u>	<u>\$3,000.00</u>	<u>\$18,000.00</u>	<u>3</u>	<u>\$3,000</u>	<u>\$9,000.00</u>	A reduction in this budget item is due to the reduced number of modules being developed for the OLAC website making fewer items to vet.
4	<p>Develop and implement a roll-out strategy for communicating the work of OLAC including:</p> <ul style="list-style-type: none"> <li>√ A communication plan that is updated on at least a quarterly basis.</li> <li>√ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>√ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>√ Copies all of written publications used to disseminate information about OLAC essential practices.</li> <li>√ Evidence of an updated website to more readily communicate the OLAC essential practices.</li> <li>√ Devise a marketing plan to increase the use of OLAC modules with a specific target of higher education and board of educations.</li> <li>√ Continue marketing for superintendents, principals, and teachers to increase the use of OLAC essential practices</li> </ul>	<u>N/A</u>	<u>\$ 175,884.00</u>	<u>\$ 175,884.00</u>	<u>NA</u>	<u>\$183,884.00</u>	<u>\$183,884.00</u>	An increase in this budget item is due to the increased focus on a marketing plan for implementation of the OLAC principles. This budget item is to include a more intensified marketing program targeted at superintendents, principals, teachers, higher education faculty and board of education members.

\*Indicates Cost Summary information for year five (CY-2014 and CY 2015)

c. \*COST SUMMARY (Year 5- Cont'd):

DELIVERABLE	Number of Meetings	TOTAL COST 2013-2014	TOTAL ANNUAL COST	Number of Meetings	TOTAL COST 2014-2015	TOTAL ANNUAL COST	Rationale
	Year 5 2013-2014	(PER DELIVERABLE)	2013-2014	Year 6 2014-2015	(PER DELIVERABLE)	2014-2015	
5 Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including: <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new and veteran superintendents across the State.</li> <li>√ Meeting for new superintendents and new principals on the essential OLAC practices.</li> <li>√ Regional meetings for Higher Education faculty</li> <li>√ Regional meetings superintendents and board of education members</li> <li>√ Provide centralized training for all new SST's to become OLAC facilitators.</li> </ul>	7.4	\$ 11,291.00	\$ 84,030.00	15	\$11,291.00	\$169,365.00	The increase in cost for this deliverable is to continue OLAC work as well as the addition of regional meetings for new superintendents and principals, superintendents, board of education members and higher education professionals.

\*Indicates Cost Summary information for year five (CY-2014 and CY 2015)

d. \*COST SUMMARY (Year 5- Cont'd):

DELIVERABLE		Number of Meetings Year 5 2013-2014	TOTAL COST 2013-2014 (PER DELIVERABLE)	TOTAL ANNUAL COST 2013-2014	Number of Meetings Year 6 2014-2015	TOTAL COST 2014-2015 (PER DELIVERABLE)	TOTAL ANNUAL COST 2014-2015	Rationale
6	Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including: <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>√ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>√ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>√ Evidence of collaborative/jointly sponsored sessions, training, or PD focused on the OLAC essential practices for district and school-level leadership teams across the state.</li> </ul>	12	\$ 8,288.00	\$ 99,456.00	5	\$9,038.00.00	\$36,152.00	The reduction in this line item is due to the decreased need for regional meetings focused on OLAC with the SST, SPOC and SPEC personnel. Additional webinars will address needs of ODE personnel.
Indirect Cost				\$ 36,792.00			<b>\$ 40,657.00</b>	
TOTAL PROGRAM COST (ANNUALLY)				<b>\$ 589,684.00 (ANNUALLY)</b>			<b>\$ 643,058.00 (ANNUALLY)</b>	

Pricing includes all costs associated with the services provided. Cost is reflected in U. S. Dollars.

\*Indicates Cost Summary information for year five (CY-2014 and CY 2015)

a. COST SUMMARY (Year 4):

DELIVERABLE		<u>Number of Meetings Year 4 2011-2012</u>	<u>TOTAL COST 2011-2012 (per deliverable)</u>	<u>TOTAL ANNUAL COST 2011-12</u>	RATIONALE
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items</p> <ul style="list-style-type: none"> <li>√ Copies of all meeting agendas and meeting summaries, which include decisions made during meeting of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e., superintendent committee, DLT committee, BLT committee). Agendas shall be disseminated to applicable committee members at least one week prior to any meeting and meeting summaries should be disseminated to Council/committee members within ten (10) calendar days of each meeting.</li> <li>√ Membership lists, updated on at least a quarterly basis.</li> <li>√ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	<u>12</u>	<u>\$7367</u>	<u>\$88,400</u>	<p>This budget item remains the same for 2011-2012.</p> <p>The focus of the OLAC meetings have shifted as the work shifts from development of modules to implementation of the OLAC framework. As per the evaluation process, we have determined which module work will need to continue so the need for OLAC meetings to review and give input on new module work will be critical.</p>
2	<p>Oversee the enhancement and implementation of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>√ Revised and fully functional on-line performance assessment that meets specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>√ Completed and fully functional on-line professional development (PD) modules that meet specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>√ A project management plan submitted at least on a monthly basis for reporting progress toward completion of on-line assessment and on-line PD modules</li> <li>√ Feedback from pilot testing of draft on-line assessment and on-line PD modules from a representative sample of districts in Ohio that is provided to and considered by OLAC committees prior to finalizing on-line assessment and PD.</li> </ul>	<u>5</u>	<u>\$30,000</u>	<u>\$150,000</u>	<p>The budget for deliverable 2 will cover the cost of the on-line assessment development and the completion of a Teacher Based Team module that was requested from users and ODE representatives.</p> <p>The project will also revise existing modules that contain practices that need updating especially the addition of special education strategies, Response to Intervention and early childhood tools and resources.</p>

COST SUMMARY (Year 4 - Cont'd):

DELIVERABLE	<u>Number of Meetings Year 4 2011-2012</u>	<u>TOTAL COST 2011-2012 (per deliverable)</u>	<u>TOTAL ANNUAL COST 2011-2012</u>	RATIONALE
3 Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including: <ul style="list-style-type: none"> <li>√ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework. Criteria shall be established by the end of the second quarter of Project year one.</li> <li>√ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	<u>6</u>	<u>\$3,000</u>	<u>\$18,000</u>	<u>Same (no change)</u>
4 Develop and implement a roll-out strategy for communicating the work of OLAC including: <ul style="list-style-type: none"> <li>√ A communication plan that is updated on at least a quarterly basis.</li> <li>√ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>√ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>√ Copies all of written publications used to disseminate information about OLAC essential practices.</li> <li>√ Evidence of an updated Web site to more readily communicate the OLAC essential practices.</li> <li>√ Devise a marketing plan to increase the use of OLAC modules for school improvement, OIP, Special Education, and Early Childhood.</li> </ul>	<u>NA</u>	<u>\$175,885</u>	<u>\$175,885</u>	<p>An increase in this budget item is due to the critical improvement of the OLAC Web site and then a marketing plan for implementation of the OLAC principles.</p> <p>The current Web site needs additional work to stay current with the adult learning theories and to make the Web site user friendly. OLAC also needs to improve communications throughout the regions about implementation of the project.</p> <p>A well-developed marketing plan must be created to ensure full implementation of OLAC principles and practices in all school districts.</p>

COST SUMMARY (Year 4 - Cont'd):

DELIVERABLE		<u>Number of Meetings</u> Year 4 <u>2011-2012</u>	<u>TOTAL COST</u> 2011-2012 (per deliverable)	<u>TOTAL ANNUAL COST</u> 2011-2012	RATIONALE
5	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new and veteran superintendents across the State.</li> <li>√ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>√ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state (see Attachment Ten) to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>√ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> </ul>	<u>7</u>	<u>\$11,291</u>	<u>\$79,037</u>	<p>The reduction of cost in this deliverable reflects the move from orientation sessions that were originally part of general roll out on <i>Ohio's Leadership Development Framework</i> to more job-embedded professional development for superintendents using OLAC on-line resources.</p> <p>The professional research-based content within the modules is high quality but massive. More regionalized training will help superintendent/ leadership teams to understand the content of each module, how the modules are organized with each of the component parts, and how to utilize the module content with their leaders for needs specific to districts needs to improve learning. Technology usage as well as increased number of training spaces increase costs for this deliverable.</p>

COST SUMMARY (Year 4 - Cont'd):

DELIVERABLE		<u>Number of Meetings</u> Year 4 <u>2011-2012</u>	<u>TOTAL COST</u> <u>2011-2012</u> (per deliverable)	<u>TOTAL ANNUAL COST</u> <u>2011-2012</u>	RATIONALE
6	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>√ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>√ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>√ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for district-level and school-level leadership teams across the state.</li> </ul>	<u>7</u>	<u>\$8,288</u>	<u>\$58,016</u>	<p>The decrease in this deliverable reflects the new structure of statewide delivery of the OIP and OLAC process. It is important that districts utilize the resources in conjunction with their improvement process to meet needs specific to their districts needs.</p> <p>The module content is vast and provides valuable research-based information for all districts from those struggling to meet state standards to those excellent with distinction. Year four training will demonstrate the vast resource of the modules for all districts' improvement and include more collaborative training sessions with ODE and OLAC.</p>
Indirect Cost				\$33,012	
TOTAL PROGRAM COST (ANNUALLY)				\$602,350	

Pricing includes all costs associated with the services provided. Cost is reflected in U. S. Dollars.

b. COST SUMMARY (Year 3) :

DELIVERABLE		<u>Number of Meetings</u> Year 3 <u>2010-2011</u>	<u>TOTAL COST</u> <u>2010-2011</u> (PER <u>DELIVERABLE</u>	<u>TOTAL ANNUAL COST</u> <u>2010-2011</u>
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items</p> <ul style="list-style-type: none"> <li>√ Copies of all meeting agendas and meeting summaries, which include decisions made during meeting of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e., superintendent committee, DLT committee, BLT committee). Agendas shall be disseminated to applicable committee members at least one week prior to any meeting and meeting summaries should be disseminated to Council/committee members within ten (10) calendar days of each meeting.</li> <li>√ Membership lists, updated on at least a quarterly basis.</li> <li>√ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	12	\$ 7,367 (per meeting)	\$ 88,400
2	<p>Oversee the continued development and refinement of on-line PD modules and accompanying resources aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>√ Development of additional content in areas identified by the OLAC Council, the OLAC Core Team, or the OLAC subcommittees based on feedback from users, as well as modules on facilitation of the Ohio Improvement Process using OLAC as a foundation;</li> <li>√ Development of training materials/content to assist districts in incorporating the effective use of OLAC on-line resources (assessment and modules) as part of their district/school improvement efforts;</li> <li>√ Inclusion of additional video exemplars/illustrations for existing and new content;</li> <li>√ Inclusion of additional video exemplars/illustrations for existing and new content;</li> <li>√ Development of activities, tools, and related resources to accompany existing and new content;</li> <li>√ Development of interactive features to promote discussion within and between districts and other interested groups (e.g., higher education);</li> <li>√ Adaptation of OLAC performance assessment to be used for superintendent, principal, DLT, BLT walk through observations; and</li> <li>√ Project management progress reports submitted on a monthly basis for reporting progress toward completion of OLAC major activities.</li> </ul>	5	\$ 30,000 (per module)	\$ 150,000

COST SUMMARY (Year 3 - Cont'd):

DELIVERABLE		Number of Meetings Year 3 2010-2011	TOTAL COST 2010-2011 (PER DELIVERABLE)	TOTAL ANNUAL COST 2010-2011
3	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>✓ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework. Criteria shall be established by the end of the second quarter of Project year one.</li> <li>✓ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made. Same (continued use of executive management team and Core Team as group to oversee vetting process)</li> </ul>	6	\$ 3,000 (per meeting)	\$ 18,000
4	<p>Develop and implement a roll-out strategy for communicating the work of OLAC, including: A communication plan that is updated on at least a quarterly basis.</p> <ul style="list-style-type: none"> <li>✓ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>✓ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>✓ Copies of all written publications used to disseminate information about OLAC essential practices. Same (continue partnership with <i>Battelle for Kids</i> to promote, publicize, and document OLAC events, including annual Statewide Summit and related statewide events e.g., action forum, communities of practice, etc.; and collaboration with member association endorsement and use of association dissemination mechanisms).</li> </ul>	NA	\$ 100,000 (total for strategy)	\$ 100,000
5	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new, and veteran superintendents across the State.</li> <li>✓ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>✓ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state (see Attachment 11) to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> <li>✓ Establishment of a BASA-sponsored OLAC recognition program for promoting and encouraging the implementation of OLAC essential leadership practices on a district-wide basis.</li> </ul>	11	\$ 11,291 (per session)	\$ 124,208

COST SUMMARY (Year 3 - Cont'd):

DELIVERABLE		Number of Meetings Year 3 2010-2011	TOTAL COST 2010-2011 (PER DELIVERABLE)	TOTAL ANNUAL COST 2010-2011
6	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>✓ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>✓ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>✓ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>✓ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for district-level and school-level leadership teams across the State.</li> </ul> <p>Same (continued integration of OLAC essential practices in the work of the statewide system of support through partnership with state support team and educational service center improvement facilitators, and higher education representatives; continued collaboration with member associations to include/refine association-sponsored PD to align with OLAC essential practices).</p>	16	\$ 8,288 (per session)	\$ 132,600
Indirect Cost				\$ 36,792
TOTAL PROGRAM COST (ANNUALLY)				\$ 650,000

Pricing includes all costs associated with the services provided. Cost is reflected in U. S. Dollars.

COST SUMMARY (Contract Years 1 and 2):

DELIVERABLE		<u>Number of Meetings Year 1 2008-2009</u>	<u>TOTAL COST 2008-2009 (PER DELIVERABLE):</u>	<u>TOTAL ANNUAL COST 2008-2009</u>	<u>Number of Meetings Year 2 2009-2010</u>	<u>TOTAL COST 2009-2010 (PER DELIVERABLE):</u>	<u>TOTAL ANNUAL COST 2009-2010</u>
1	<p>Coordinate and facilitate all meetings of the OLAC and its related committees. This shall include, but not be limited to, responsibility for the following items</p> <ul style="list-style-type: none"> <li>√ Copies of all meeting agendas and meeting summaries, which include decisions made during meeting of the OLAC, the Ohio Leadership Core Team, and the OLAC committees (i.e., superintendent committee, DLT committee, BLT committee). Agendas shall be disseminated to applicable committee members at least one week prior to any meeting and meeting summaries should be disseminated to Council/committee members within ten (10) calendar days of each meeting.</li> <li>√ Membership lists, updated on at least a quarterly basis.</li> <li>√ A meeting schedule and time line for tracking progress toward meeting goals established by the Council, Core Team, and committees updated at least on a quarterly basis.</li> </ul>	<u>12</u>	\$ <u>5,814.20</u> (per meeting)	\$ <u>69,770.40</u>	<u>35</u>	\$ <u>6,379.21</u>	\$ <u>223,272.35</u>
2	<p>Oversee the development and implementation of performance assessment and professional development aligned with OLAC identified essential leadership practices in such a way as to reach the majority of school districts in the State, including, but not limited to:</p> <ul style="list-style-type: none"> <li>√ Completed and fully functional on-line performance assessment that meets specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>√ Completed and fully functional on-line professional development (PD) modules that meet specifications agreed to by OLAC, the Core Team, and the OLAC committees (As detailed in scope of work).</li> <li>√ A project management plan submitted at least on a monthly basis for reporting progress toward completion of on-line assessment and on-line PD modules</li> <li>√ Feedback from pilot testing of draft on-line assessment and on-line PD modules from a representative sample of districts in Ohio that is provided to and considered by OLAC committees prior to finalizing on-line assessment and PD.</li> </ul>	<u>1</u>	\$ <u>28,359.15</u> (per module)	\$ <u>28,359.15</u>	<u>17</u>	\$ <u>28,359.15</u>	\$ <u>482,105.55</u>

COST SUMMARY (Contract Years 1 and 2):

DELIVERABLE		Number of Meetings Year 1 2008-2009	TOTAL COST 2008-2009 (PER DELIVERABLE):	TOTAL ANNUAL COST 2008-2009	Number of Meetings Year 2 2009-2010	TOTAL COST 2009-2010 (PER DELIVERABLE):	TOTAL ANNUAL COST 2009-2010
3	<p>Establish a process for making decisions about the degree to which existing resources are aligned with OLAC identified essential leadership practices, including:</p> <ul style="list-style-type: none"> <li>√ Criteria agreed to by OLAC for making decisions about the alignment of existing resources to the OLAC leadership development framework. Criteria shall be established by the end of the second quarter of Project year one.</li> <li>√ Bi-annual meetings, to be held following the establishment of vetting criteria, for reviewing requests for the alignment of resources to the OLAC framework and a record of all decisions made.</li> </ul>	1	\$ 168.14 (per meeting)	\$ 168.14	12	\$ 3,783.04	\$ 45,396.48
4	<p>Develop and implement a roll-out strategy for communicating the work of OLAC including:</p> <ul style="list-style-type: none"> <li>√ A communication plan that is updated on at least a quarterly basis.</li> <li>√ Documentation of events during which information about OLAC essential practices was disseminated.</li> <li>√ Evidence of dissemination of exemplars illustrating OLAC essential practices through multiple media.</li> <li>√ Copies all of written publications used to disseminate information about OLAC essential practices.</li> </ul>	N/A	\$ 17,223.86 (total for roll out strategy)	\$ 17,223.86	N/A	\$ 164,252.80	\$ 164,252.80
5	<p>Increase understanding and use of OLAC identified essential leadership practices for superintendents on the part of aspiring, new, and veteran school superintendents across the state of Ohio, including:</p> <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of high quality professional development (HQPD) on essential practices identified by OLAC for aspiring, new and veteran superintendents across the State.</li> <li>√ Evidence of the alignment of existing PD with OLAC essential practices.</li> <li>√ Evidence, including participant lists, of the development of communities of practice for superintendents in all regions of the state (see Attachment Ten) to promote a shared and common understanding of OLAC essential practices and the Ohio Standards for Superintendents through networking and dialogue on a regional and local basis.</li> <li>√ Evidence of collaborative or jointly sponsored informational sessions, training, or PD for superintendents focused on the OLAC essential practices.</li> </ul>	4	\$ 2,630.71 (total per session)	\$ 10,522.84	21	\$ 7,108.56	\$ 149,279.76

COST SUMMARY (Contract Years 1 and 2):

DELIVERABLE		Number of Meetings Year 1 2008-2009	TOTAL COST 2008-2009 (PER DELIVERABLE):	TOTAL ANNUAL COST 2008-2009	Number of Meetings Year 2 2009-2010	TOTAL COST 2009-2010 (PER DELIVERABLE):	TOTAL ANNUAL COST 2009-2010
6	<p>Increase understanding and use of the OLAC identified essential leadership practices for district-level and school-level leadership teams across the State, including:</p> <ul style="list-style-type: none"> <li>√ Evidence, including agendas, of the provision of HQPD on essential practices identified by OLAC for leadership teams at the district-level and school-level.</li> <li>√ Evidence of working in partnership with ODE to align PD for district-level and school-level leadership teams with OLAC essential practices.</li> <li>√ Evidence of working in partnership with ODE in the collaborative development of communities of practice for district-level and school-level leadership teams in all regions of the state to promote a shared and common understanding of OLAC essential practices through networking and dialogue on a regional and local basis.</li> <li>√ Evidence of collaborative or jointly sponsored informational sessions, training, or PD focused on the OLAC essential practices for district-level and school-level leadership teams across the state.</li> </ul>	<u>5</u>	\$ <u>7,527.62</u>  (per session)	\$ <u>37,638.10</u>	<u>30</u>	\$ <u>6,236.82</u>	\$ <u>187,104.60</u>
Indirect Cost				\$ 21,244.00			\$ 63,662.00
TOTAL PROGRAM COST (ANNUALLY)				\$ <u>184,926.49</u> (ANNUALLY)			\$ <u>1,315,073.54</u> (ANNUALLY)

Pricing includes all costs associated with the services provided. Cost is reflected in U. S. Dollars.

CONTRACTOR INDEX

TERMS: Net 30 Days

CONTRACTOR AND TERMS:

CONTRACT NO.: CSP902009 (06/30/15) \*

0000042721  
Buckeye Association of School Administrators (BASA)  
8050 North High St., Suite 150  
Columbus, OH 43235

\*CONTRACTOR'S CONTACT:

Debbie A. Campbell  
BASA, Co-Director of Member Development

Telephone: (614) 846-4080  
FAX: (614) 846-4081  
e-mail: [campbell@basa-ohio.org](mailto:campbell@basa-ohio.org)

\* Indicates an updated contract expiration date and contractor point of contact information.

SUMMARY OF AMENDMENTS

AMENDMENT NUMBER	REVISION DATE	DESCRIPTION
7	7/1/14	To renew the Contract through June 30, 2015 by mutual agreement, add the Program Progress objectives and Cost Summary information for Year 5 (CY 2014 & CY 2015).
6	07/01/13	To indicate contract renewal through mutual agreement for 12 additional months through 06/30/14.
5	08/01/12	To renew the contract for 12 additional months and change the procurement contact name.
4	05/01/11	To indicate Contract renewal through July 31, 2012 by mutual agreement; update both the Contractor's and Agency's point of contact information; add the Program Progress objectives and Cost Summary information for Year 4 (CY 2011 & CY 2012); and update the Summary of Amendments page.
3	07/27/10	To renew the Contract through July 31, 2011 by mutual agreement, repaginate beginning on page 2 of the Contract; include updated DMA and Affirmative Action information; add the Program Progress objectives and Cost Summary information for Year 3 (CY 2010 & CY 2011); and update the Summary of Amendments page.
2	06/30/10	To indicate a modification to the Contract expiration date resulting from a mutual agreement for a 1-month renewal extension through July 31, 2010 to allow for continued contract negotiations.
1	10/28/09	To indicate Contract repagination beginning with page 6 of the Contract; to modify meeting and development dates, redistribute the cost components to reflect applicable deliverables (Cost Summary), and add the Summary of Amendments page.