



Contract Number
22-11 A-2

SAP Number

Preschool Services Department

Department Contract Representative	Lydia Gitonga
Telephone Number	(909) 386-8314
Contractor	WestEd Center for Child & Family Studies
Contractor Representative	Lauren Wrotniak, Director of Contracts & Grants
Telephone Number	(415) 615-3136
Contract Term	January 1, 2021 – June 30, 2024
Original Contract Amount	\$443,475
Amendment Amount	\$403,300
Total Contract Amount	\$846,775
Cost Center	

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 2:

It is hereby agreed to amend Contract No. 22-11, effective July 1, 2023, as follows:

SECTION II. CONTRACTOR RESPONSIBILITY

Add paragraph K through M as follows:

This amendment No. 2 is designed to support the comprehensive professional development on the CA Teaching Pyramid for the County of San Bernardino Preschool Services Department.

Section II added Tasks:

- K Continued Leadership Team Development, including Support to Authorized Trainers
 - 1. Work with the Agency-Wide Leadership Team to
 - a Infuse and align Teaching Pyramid practices into existing policies and procedures.

- b Guide implementation of professional development related to the Teaching Pyramid for new cohorts as well as previously trained staff.
 - c Document implementation of the Teaching Pyramid across the agency
2. Support the Authorized Trainers
- a Assist in planning professional development.
 - b Provide guidance as training is provided.

L Classroom Coaching and Support to Authorized Coaches

- 1. Coaching in Classrooms (observation, meeting, development of Coach Action Plan)
 - a 38 Classrooms: 2 visits each in the spring of 2023, 2-3 visits in the fall of 2023
 - b 50 Classrooms: 5 visits each during the 2023-24 school year
 - c Oversight of PSD Authorized Coaches delivering classroom coaching March 2023-June 2024

M Training Towards Authorization for Trainers and Coaches (T4TC) for Additional Staff

- 1. Training toward Authorization: Phase 1 Practice-Based Coaching Institute
 - a To ensure scaling up and sustain the professional development efforts, up to 10 additional staff will be identified to receive Training for Coaches (T4C) instruction.
 - b These apprentice coaches will participate in a two-phase apprenticeship and be able to provide coaching locally if authorized.
 - c There are 30 hours of training (four hours asynchronously each week over a one-month period and four half-day synchronous sessions) with a post-institute follow-up via Zoom.
 - d Each participant will receive a Practice-Based Coaching binder and additional handouts.
 - e WestEd will provide two trainers for each Institute. WestEd staff will work with each cadre through the technical assistance/coach training phase.
- 2. Training toward Authorization: Phase 1 Trainer Institute
 - a To ensure scaling up and sustain the professional development efforts, up to 10 additional staff will be identified to receive Training for Trainers (T4T) instruction on Teaching Pyramid for Preschool or Teaching Pyramid for Infants and Toddlers.
 - b These apprentice trainers will participate in a two-phase apprenticeship and be able to provide training locally if authorized.
 - c There are 30 hours of training (four hours asynchronously each week over a one-month period and four half-day synchronous sessions) with a post-institute follow-up via Zoom.
 - d Each participant will receive a packet of handouts.
 - e WestEd will provide two trainers for each Institute. WestEd staff will work with each trainer through the technical assistance/training phase.
- 3. Training toward Authorization: Phase 2 (Apprenticeship)
 - a Training-for-Trainers (T4T) – Phase 2
 - Apprentice trainers who complete the institutes will function as co-trainers in various training activities.
 - There will be a one-day overview and preparation prior to the start of the direct service training.
 - The T4T cadre will attend each direct service training day and have five additional half-days of focused T4T on the modules, one half day following each Module.
 - b Training-for-Coaches (T4C) – Phase 2

- The cadre of apprentice coaches who completed the institutes will provide “external” coaching with WestEd support in phase 2.
- There will be a one-day overview and preparation prior to the start of the direct service training (combined with the T4T overview).
- The T4C cadre will attend each direct service training day, and then have an additional half-day of focused T4C on that module, for a total of five half-days.
- The Coaches will provide the coaching to at least one classroom to support implementation of the action plan.

SECTION V. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

- A. The maximum amount of payment under this contract shall not exceed \$846,775, of which \$846,775 may be federally funded, and shall be subject to availability of funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor’s services and expenses incurred in the performance hereof, including travel and per diem.

SECTION VIII. TERM

Section VIII is amended to read as follows:

This Contract is effective as of January 1, 2021 and is extended from the original expiration date of June 30, 2023 to expire on June 30, 2024, but may be terminated earlier in accordance with the provisions of Section IX of this Contract. The Contract term may be extended for two (2) additional one (1) year periods by mutual agreement of the parties.

ATTACHMENT D

Attachment D Cost FY 2022- 23 is replaced with Attachment D Cost FY 2023-24

This Contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same contract. The parties shall be entitled to sign and transmit an electronic signature of this Contract (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed contract upon request.

All other terms and conditions of Contract No. 22-11 remain in full force and effect.

SAN BERNARDINO COUNTY

►

Dawn Rowe, Chair, Board of Supervisors

Dated: _____

SIGNED AND CERTIFIED THAT A COPY OF THIS
DOCUMENT HAS BEEN DELIVERED TO THE
CHAIRMAN OF THE BOARD

Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By _____
Deputy

WestEd

(Print or type name of corporation, company, contractor, etc.)

By

►

(Authorized signature - sign in blue ink)

Name

Lauren Wrotniak

(Print or type name of person signing contract)

Title

Director of Contracts and Grants

(Print or Type)

Dated: _____

Address

730 Harrison St.

San Francisco, California 94107

FOR COUNTY USE ONLY

Approved as to Legal Form

►

Adam Ebright, Deputy County Counsel

Date _____

Reviewed for Contract Compliance

►

Patty Steven, Contracts Manager

Date _____

Reviewed/Approved by Department

►

Jacquelyn Greene, Director
Preschool Services Department

Date _____

ATTACHMENT D
COST FY 2023-24

The cost estimate for this amendment to the original Teaching Pyramid proposal is outlined below. This would be paid as a fixed fee in four installments each year: one installment per quarter. Please note: Prices are subject to change if there are modifications in the scope of work or if the services are not completed during the 2023-2024 year.

Amended Tasks	Cost*
K. Continued Leadership Team Development, including Support to Authorized Trainers	\$38,000
L. Classroom Coaching and Support to Authorized Coaches	\$188,000
M. Training Towards Authorization for Trainers and Coaches (T4TC) for Additional Staff <ul style="list-style-type: none"> • Three Institutes Training for Trainers for Preschool, Training for Trainers for Infants and Toddlers, Training for Coaches @ \$25,000 ea. • T4TC meetings and observation. Apprentice trainer will be supported in their work as trainers and coaches • Phase 2: 10 trainers, 10 coaches 	\$165,000
Materials <ul style="list-style-type: none"> • 150 CA Teaching Pyramid Binders (exact number of Preschool and Infant/Toddler to be determined before the training starts) @\$80 each • 30 Leadership Team Packets @\$10 each 	\$12,300
Total Costs to Funder	\$403,300

* *Inclusive of staff time, infrastructure (accounting, secretarial, admin.), and travel for coaches*

For more information, please contact Linda Brault, Project Director, at lbrault@wested.org or Jeff Gibbons, Project Manager, at jgibbon@wested.org