



**Contract Number**

**SAP Number**  
4400016187 A-1

## Preschool Services Department

<b>Department Contract Representative</b>	Lydia Gitonga
<b>Telephone Number</b>	(909) 386-8314
<b>Contractor</b>	WestEd Center for Child & Family Studies
<b>Contractor Representative</b>	Lauren Wrotniak, Sr. Contracts Administrator
<b>Telephone Number</b>	(415) 615-3136
<b>Contract Term</b>	January 1, 2021 – June 30, 2023
<b>Original Contract Amount</b>	\$193,475
<b>Amendment Amount</b>	\$250,000
<b>Total Contract Amount</b>	\$443,475
<b>Cost Center</b>	

### IT IS HEREBY AGREED AS FOLLOWS:

#### AMENDMENT NO. 1

It is hereby agreed to amend SAP No. 4400016187, effective January 12, 2022 as follows:

#### SECTION II. CONTRACTOR RESPONSIBILITY

**Add paragraph F through J as follows:**

#### F. Continued Leadership Team Development, including Expansion to Regional Teams

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
  - d. Create a regional leadership team structure to support the agency's implementation
2. Expand the leadership into regional teams
  - a. Train facilitators of the regional leadership teams

- b. Provide information on key concepts to cover in ongoing regional teams
- c. Train specific skills for ensuring broad participation and buy-in from the team and area the team is representing
- d. Work with the facilitators during the next two years as they establish functioning teams

#### G. Training of a New Cohort of Direct Service Providers and Leaders

1. Sites for the new cohort of training on the CA Teaching Pyramid Modules will be selected by the funder
  - a. New sites will send all direct teaching staff plus leadership from those sites to the 5 modules of training
  - b. Each classroom will receive coaching from apprentice or authorized coaches as part of the training
  - c. Staff who are newly assigned to the previously trained cohorts will also be invited to attend the module training.
2. Training will be conducted by two (2) or more apprentice trainers who have completed Phase 1 (Paragraph D).
3. Contractor will supply one (1) master trainer for to support the apprentices or five (5) full days of training. The master trainer will consult with the Leadership Team for preparation and follow-up.

#### H. Going Deeper (Follow-up) Training for Previously Trained Cohorts

1. Module 3a and 3b will be offered for the group of part-day preschool programs that completed Modules 1a, 1b, and 2 in 2021
  - a. Apprentice trainers will finish the training with support from the contractor
  - b. Classrooms will receive coaching to finish out the module training.
2. There will be 3 half-day trainings offered to previously trained cohorts in 2021-22
  - a. Going Deeper Topics for training will be selected by the funder including one for “Starting the Year with the Teaching Pyramid” at the beginning of the school year
  - b. Other possible topics include: Engaging Families in Promoting Social-Emotional Competence in Young Children, The Relationship Between Temperament and Behavior
  - c. Masters for duplicating the materials will be provided.
3. There will be 3 half-day trainings offered to previously trained cohorts in 2022-23
  - a. The leadership teams will select topics for training
  - b. Authorized trainers within the agency will be supported to train new staff and trained staff in different ways.
  - c. Masters for duplicating the materials will be provided.

#### I. 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, 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 2 (Apprenticeship)
  - a. Training-for-Trainers (T4T) – Phase 2
    - 2 Apprentice trainers who completed the institutes under the original contract but did not complete Phase 2 will function as co-trainers.

- 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 15 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.

#### J. Training for Additional Staff

1. Teaching Pyramid for Home Visitors will be provided for the home visiting staff
  - a. 4 modules on content
    - Home visitors and leaders will receive training on the Teaching Pyramid for Home Visitors over a period of months
    - The training will be completed by WestEd staff with some co-facilitation by authorized trainers
  - b. Reflective Practice on Implementation
    - After each module, there will be reflective practice sessions held with small groups of home visitors
    - The sessions will be facilitated by WestEd staff with some co-facilitation by authorized coaches or trainers
2. Top of the Pyramid Training
  - a. This training is designed for those who develop and implement behavior support plans for children within the agency
  - b. Utilizing the revised policies and procedures, the team will practice how to use the information to design, implement, and monitor Positive Behavior Support Plans
3. Facilitator Training for the CA Teaching Pyramid for Families
  - a. Staff who provide family training and support groups will receive training on facilitating the CA Teaching Pyramid for Families Series.
  - b. Potential facilitators need to attend the cohort training offered to direct teaching staff
4. Training on the basic concepts of the Teaching Pyramid will be provided for the nonteaching and support staff to enable them to support the initiative

### **SECTION V. FISCAL PROVISIONS**

**Paragraph A is amended to read as follows:**

- A. The maximum amount of payment under this Contract shall not exceed \$443,475, of which \$443,475 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 January 1, 2021 and is extended from the date of June 30, 2022 to expire on June 30, 2023, but may be terminated earlier in accordance with the provisions of Section IX of this Contract.

**ATTACHMENT D:**  
**Add attachment D – Fee Schedule for the added responsibility**

All other terms and conditions of Contract SAP No. 4400016187 A-1 remain in full force and effect.

SAN BERNARDINO COUNTY

►

Curt Hagman, Chairman, 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 Center for Child & Family Studies

*(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 Interim Director, Contracts & 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

►

Becky Giroux, Administrative Supervisor

Date \_\_\_\_\_

Reviewed/Approved by Department

►

Jacquelyn Greene, Director  
Preschool Services Department

Date \_\_\_\_\_

**ATTACHMENT D  
FEE SCHEDULE**

**Cost**

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 2022-2023 year.*

<b>Amended Tasks</b>	<b>Cost*</b>
<b>F Continued Leadership Team Development, including Expansion to Regional Teams</b> <b>G Training of a New Cohort of Direct Service Providers and Leaders</b> <b>H Going Deeper (Follow-up) Training for Previously Trained Cohorts</b> <b>J Training for Additional Staff (Home Visitors, Top of the Pyramid, Teaching Pyramid for Families, Support Staff)</b>	\$101,000
<b>I Training Towards Authorization for Trainers and Coaches (T4TC) for Additional Staff</b> <ul style="list-style-type: none"> <li>• <b>Phase 1 Institute: 15 coaches</b></li> <li>• <b>Phase 2: 2 trainers, 15 coaches</b></li> </ul>	\$81,200
<b>Total Costs to Funder</b>	<b>\$182,200</b>
<b>Materials (Bill separately) and additional training costs</b> <ul style="list-style-type: none"> <li>• <b>CA Teaching Pyramid Binders</b> (exact number of Preschool and Infant/Toddler to be determined before the training starts) @\$65 each</li> <li>• <b>Leadership Team Packets</b> @\$7 each</li> <li>• <b>Home Visitor Pyramid Binders</b> @\$65 each</li> <li>• <b>Teaching Pyramid for Families Binders</b> @\$35 each</li> </ul>	\$67,800

\* Inclusive of trainer time, infrastructure (accounting, secretarial, admin.), and materials

For more information, please contact Linda Brault, Project Director, at [lbrault@wested.org](mailto:lbrault@wested.org).