

MEMORANDUM

To: CSRC Members, Gayle Peay
From: Sue Gramling, Janice Eret, NCCD/CRC
CC: Deb Paulus, NCCD/CRC
Subject: Contract No. B 0000015196 First Annual Renewal of the City of Milwaukee
Contract With NCCD/CRC for the 2020–21 Academic Year
Date: July 30, 2020

Please accept this memo as application for the first additional one-year extension to the contract currently in place for Educational Oversight Services for the Milwaukee Charter School Review Committee (CSRC) between the City of Milwaukee and the NCCD Children's Research Center (CRC).

I. CHARTER SCHOOL MONITORING SERVICES FOR 2020–21

CRC will provide the following services and deliverables for each of the city's chartered schools.

- Conduct fall and spring interviews with each school's leadership.
- Conduct at least two site visits at each school.
- Facilitate the completion of a learning memo and provide a data addendum as needed.
- Provide follow-up and support for data gathering and compliance monitoring to all the schools as needed.
- Conduct a random review of special education files.
- Collect and analyze data submitted by the schools.
- Produce a draft and final annual monitoring report that includes recommendations for action related to academic performance against criteria established by the CSRC. Possible recommended actions include continued monitoring (no action at this time) or consideration for probation, closure, or renewal of charter contract.¹

¹ Upon request, CRC will produce and present a PowerPoint presentation to board or staff based on a school's report.

In addition to the aforementioned services provided directly to each school, the following services and activities are indirectly related to assisting the schools through assistance to the CSRC.

- Present each school's report to the CSRC with follow-up activities related to questions or concerns.
- Assist the CSRC in the presentation/production of reports to the Milwaukee Common Council's Steering and Rules Committee.
- Provide assistance, as needed, to the CSRC to address issues that arise throughout the year. This can include drafting memos and making recommendations for CSRC consideration as the need for policy revisions arises.

Estimated Budget: \$229,900 (1,900 hours @ \$121 per hour)

II. BOARD MEETING SUPPORT AND ATTENDANCE

The CSRC will meet with the board of directors of each of the city's chartered schools and has requested CRC staff to provide support by preparing for and attending these meetings. The CRC staff member assigned to the school will provide this service. The content of these meetings will include an explanation of the city's expectations, discussion of the school's progress, and any other pertinent information.

Estimated Budget: \$7,350 (seven schools @ \$1,050 per school)

Total Estimated Budget: \$237,250

III. ACTIVITIES BEYOND THE SCOPE OF THE 2020-21 MONITORING CONTRACT

The Wisconsin Department of Public Instruction (DPI) may initiate and require more information from the CSRC or schools as a result of the COVID-19 pandemic. If it becomes necessary for CRC staff to conduct research and advise the CSRC on the impact of DPI changes on CSRC expectations and monitoring practices, this work, and any other work identified as beyond the scope of the aforementioned activities, will continue to be invoiced separately on an as-needed basis. The cost of such research will be preapproved by the CSRC.