

THIS SERVICES AGREEMENT (this "**Agreement**") is made by and between TNTP, Inc., a not-for-profit corporation organized under the laws of the State of Delaware, with its principal office at 500 7th Ave., 8th Floor, New York, NY 10018 ("**TNTP**"), and Volusia County Schools, a political subdivision of the State of Florida, with its principal office at 200 N. Clara Avenue, DeLand, FL 32720 (the "**Client**").

STATEMENT OF PURPOSE: The Client wants to engage TNTP to provide school turnaround support at Palm Terrace Elementary.

NOW, THEREFORE, the parties hereto agree as follows:

Section 1. Term and Services.

For the period commencing on July 15, 2022 until June 15, 2023 (the '**Annual Term**') TNTP will do for the Client what is specified in Schedule A ("**TNTP's Annual Services**" or "**Services**") attached to and incorporated in this Agreement. TNTP may subcontract any portion of TNTP's Services in its sole discretion.

Section 2. Client Responsibilities. To facilitate TNTP's Services, the Client will:

- a. Cooperate with, and ensure that Client personnel cooperate with, TNTP, time being of the essence, in order to facilitate the performance of TNTP's Services, and provide TNTP with access (which may be in-person or via virtual means such- as teleconference and videoconference, as agreed upon by the parties or current organizational and local health policies and regulations) to Client personnel, students, classrooms, and buildings as needed for TNTP's Services. Additional information on Client responsibilities for success is included in Schedule A.
- b. Provide to TNTP, at no cost to TNTP, and within thirty (30) days of the Effective Date, all requested student achievement data ("**Student Data**") and teacher evaluation ratings ("**Teacher Evaluation Data**"), in compliance with FERPA (defined below). Student Data and Teacher Evaluation Data is collectively referred to herein as "**Data**."
- c. Secure any consents from teachers, staff, students, or parents that is required by all applicable federal, state, local laws, ordinances, codes, regulations, and policies, including but not limited to the Family Education Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) ("**FERPA**") for TNTP's use of the Data, TNTP's use of teachers, staff, or students, and/or, as applicable, TNTP's use of student work samples in rendering TNTP's Services, and ensure that such consents allow TNTP to rely on such consent when acting as an agent of the Client.

Section 3. Acknowledgements. The Client agrees that:

- a. The Client may disclose to TNTP the personally identifiable information of students under FERPA.
- b. TNTP is a vendor to the Client, and as such TNTP has no obligation to do any financial reporting related to this Agreement to any federal, state, or local government agency or to any private funder; any such reporting obligation related to this Agreement will solely remain with the Client.
- c. The Client, and not TNTP, is responsible for all employment-related obligations, liabilities, and decisions that may relate to the implementation of TNTP's services.
- d. Performance of TNTP's Services is contingent on the Client providing TNTP with the Data. The Client's failure to provide TNTP with the Data as required hereunder will constitute a material breach of this Agreement.

Section 4. Representations and Warranties. Each party agrees that it:

- a. Has the full right, power, legal capacity, and authority to enter into this Agreement and to carry out its obligations hereunder.
- b. Will comply in all material respects with all applicable federal, state, and local laws, ordinances, codes, and regulations in performing its services hereunder. This includes, but is not limited to, all standards included in Sections 1002.22 and 1002.221, F.S. (the Protection of Pupil Privacy Acts), 20 U.S.C. §1232g - the Family Educational Rights and Privacy Act (FERPA), the federal regulations issued pursuant thereto (34 CFR Part 99), and/or any other applicable state or federal law or regulation regarding the confidentiality of student information and records.
- c. Is not subject to and will not enter into any agreement or arrangements which preclude compliance with the provisions of this Agreement.

Section 5. Payment and Invoicing.

The Client shall pay TNTP a flat fee of \$469,402 for TNTP Services (the "**Client Fee**"). TNTP's invoices shall include a list of quantifiable achievements and milestones made as part of TNTP's turnaround support for the Client. TNTP shall invoice the Client for the total Client Fee according to the following schedule:

| Invoice Date | Invoice Amount |
|---|-----------------------|
| September 20, 2022 | \$89,186.38 |
| December 20, 2022 | \$111,874.31 |
| March 20, 2023 | \$111,874.31 |
| June 15, 2023 or upon confirmation of final school performance data** | \$156,467.00 |
| Total | \$469,402.00 |

** The final payment (the final 33% of the total contract budget for work completed from July 15, 2022 to June 15, 2023) shall be invoiced and paid upon demonstration that the school has achieved at least a "C" grade or that the school has improved by at least four school grade percentage points overall or some other reasonable performance benchmark as agreed upon by both Parties.

TNTP's failure to timely invoice will not constitute a waiver of any of TNTP's rights hereunder or constitute a breach by TNTP of this Agreement. Payment of invoices submitted by TNTP shall be paid by the Client within thirty (30) days of its receipt of such invoice. The Client will make all reasonable efforts to pay TNTP through Electronic Funds Transfer or Wire and shall provide TNTP on the date of this Agreement with all necessary documents to facilitate the same. If there are disputed amounts on any invoice, the balance of such invoice, after deducting any disputed amounts, shall be paid in full when due and payable, and the disputed amounts shall be presented to TNTP for resolution as soon as such disputed amounts have been determined by the Client. If any invoice is not paid in full within ten (10) days of the due date, the Client will pay a late fee equal to one percent (1%) of such late payment, and will pay an additional one percent (1%) for each thirty (30) day period that the invoice remains unpaid. The Client shall not be obligated to compensate TNTP for, and TNTP shall not be obligated to provide, services to be performed after termination of this Agreement.

Financial Contacts:

For TNTP: Tonya Horton
EVP, Central Operations
ar@tntp.org

For Client: The Finance Department
200 N Clara Ave
DeLand, Florida, 32720

Client email address for electronic invoice delivery: _____

Section 6. Termination.

If at any time either of the parties believes that the other party has materially breached its obligations hereunder, written notice shall be given setting forth the asserted breach and providing an opportunity to cure the same within thirty (30) days after such written notice. If the asserted breach shall not have been cured to the reasonable satisfaction of the party providing the written notice, but reasonable attempts to cure are claimed in writing by the party to whom the written notice of asserted breach was given, said party will have an additional opportunity to cure for a period of thirty (30) days following the expiration of the initial thirty (30) day cure period. If the asserted breach shall not have been cured to the satisfaction of the party providing written notice of asserted breach, that party may elect to terminate this Agreement upon written notice to the breaching party. If this Agreement is terminated, the rights and obligations of each party hereunder will terminate, provided, however, that such termination will not terminate the rights and obligations of the parties that expressly survive the termination of this Agreement, including, without limitation, the obligation of the Client to pay TNTP for expenses incurred and for all services provided pursuant to this Agreement prior to the effective date of such termination.

Section 7. Indemnification.

TNTP agrees that it will indemnify, save and hold harmless the Client from and against any and all damages, losses, claims, liabilities, demands, charges, suits, penalties, costs and expenses (including court costs and reasonable attorneys' fees and expenses incurred in investigating and preparing for any litigation or proceeding) the Client may sustain, arising out of (1) any grossly negligent acts or omissions or willful misconduct of TNTP or any of its agents, employees or representatives, and (2) any TNTP breach of this Agreement. TNTP's Indemnification obligation survives termination of this Agreement.

Section 8. Relationship of the Parties.

The Client and TNTP intend that an independent contractor relationship be created by this Agreement, and nothing herein will be construed as creating an employer/employee relationship, partnership, joint venture or other business group or concerted action. The Client will have no responsibility with respect to TNTP personnel to comply with federal, state and city withholding requirements pertaining to taxes, workers' compensation, social security, unemployment compensation, disability and other insurance requirements and obligations imposed on an employer of personnel and will not withhold monies from the payments made to TNTP with respect to the same. The Client will not cover TNTP personnel

under any pension or other fringe benefit offered to Client employees. The Client will have no responsibility for incidents of employment or other actions or inactions by TNTP.

Section 9. Intellectual Property Rights.

Title to and ownership of all work products and materials created by or on behalf of TNTP for the Client or otherwise arising out of the performance of the services hereunder, whether partial or complete (collectively referred to as the "**Work**"), shall be and remain solely in TNTP or its licensors. The Client agrees that it will not transfer or encumber the Work without the prior written consent of TNTP. TNTP or its licensors shall be considered the author of the Work for purposes of copyright and only TNTP shall have the right to copyright the same. Additionally, TNTP retains all rights, title, and interest in and to all processes, methods, systems, layouts, information, accumulated knowledge, expertise, and general know-how, whether developed before or after the commencement of this Agreement used in creating the Work ("**TNTP Tools**"). If the Client has access to TNTP Tools, the Client agrees to keep the TNTP Tools confidential, and nothing in this Agreement shall be deemed to grant any ownership rights in the TNTP Tools to the Client. As between the Client and TNTP, the Client owns any Data incorporated in the Work (the "**Client Data**"). The Client agrees that TNTP may use Client Data to perform its obligations hereunder (including the incorporation thereof into the Work), and hereby grants TNTP a license to use and keep the Client Data in perpetuity to perform its obligations under this Agreement and on an anonymous, aggregated basis for its other legitimate business purposes, including, without limitation, for purposes of research, benchmarking, publication, and presentation (TNTP "**Uses**"). TNTP's Uses may not contain any data sets or cell sizes of less than five (5), and must comply with FERPA, as applicable. In its uses, TNTP may identify the Client as the source from which the data originated if it complies with the other terms in this Agreement. The Client and TNTP agree that either party may use descriptions of TNTP's Services in future promotional materials and client lists, and that TNTP may explicitly identify the Client as a client of TNTP. The terms of this Intellectual Property Rights Section shall survive the termination of this Agreement. Furthermore, as a participant in and beneficiary of Contractor's research on instructional culture through its Insight survey, the Client acknowledges that the Insight Data is incorporated into TNTP's Insight research database and TNTP owns such Data for use in an aggregated form for ongoing research, benchmarking and other purposes.

Subject to the Client's compliance with the terms and conditions of this Agreement, TNTP grants the Client the following limited, revocable non-exclusive, non-transferable, non-sublicensable license, to:

- a. Discuss and use (but not modify, recreate, reproduce or administer) all or any part of the Insight Survey results as contained in the Work and all or any part of any material contained therein and prepared therefor, whether or not used therein, solely for its internal professional development and improvement purposes.
- b. Present the training content provided by TNTP in the TNTP trainings to Client's staff, provided, that any written materials that the Client distributes, and which incorporate the training content be on the Client's letterhead.

Section 10. Limitation of Liability.

Except for a party's indemnification obligations under this Agreement: (i) in no event shall either party be liable for any indirect, consequential, special, incidental or punitive damages arising from or relating to performance under this Agreement, and (ii) in no event shall either party's liability for any and all claims arising out of or relating to its performance under this Agreement exceed the amounts paid by or payable by the Client hereunder.

Section 11. Insurance.

At its sole expense, TNTP will provide, before commencement of the Services, and submit to the Client along with this Agreement, a certificate(s) evidencing such insurance coverage to the extent listed in 11.1.1 to 11.5.5 below. The following applies to the insurance requirements below for products or services from contractors when all products, services, or work performed, when totaled together, will result in the Client paying to TNTP \$25,000.00 or more during the fiscal year. The insurance requirements are as follows:

- 11.1. Insurance listed in 11.1.1 below is required of TNTP. "The School Board of Volusia County, Florida" shall be named as an additional insured to the insurance policy. If the School Board is not named as an additional insured, then the Client reserves the right to terminate this Agreement.
- 11.2. Insurance listed in 11.1.3 below. If TNTP will be transporting district employees, delivering or transporting district owned equipment or property, or providing services or equipment where a reasonable person would believe that Volusia County Schools is responsible for the work of the Contractor from portal to portal is required to carry this insurance to the limit listed below.
- 11.3. Insurance as listed in 11.1.4 below. If TNTP has one (1) or more employees or that subcontract any portion of their work to another individual or company is required to have workers' compensation insurance to the limits listed below. For contracts of \$25,000.00 or more, no State of Florida, Division of Workers' Compensation, Exemption forms will be accepted. All entities and individuals are required to purchase a commercial workers' compensation insurance policy.

11.4. Insurance as listed in 11.1.5 below. All contractors providing professional services such as architects, engineers, attorneys, auditors, accountants, educators, etc. are required to have this insurance to the limits listed below.

All contractors will carry and maintain policies as described in numbers 11.1 to 11.5 above and as checked off in the box to the left of each section 11.1.1 to 11.1.5 below as specifically marked by representatives of the district's Office of Purchasing Services. All required insurance required must be from insurance carriers that have a rating of "A" or better and a financial size category of "VII" or higher according to the A. M. Best Company. Such certificates must contain a provision for notification to the Client thirty (30) days in advance of any material change in coverage or cancellation. This is applicable to the procurement and delivery of products, goods, or services furnished to the Client

* 11.1.1. Commercial General Liability Insurance:
Negligence including Bodily Injury and Property Damage
Per Occurrence - \$1,000,000
General Aggregate - \$2,000,000

* 11.1.2. Product Liability and/or Completed Operations Insurance:
Negligence Including Bodily Injury and Property Damage - \$1,000,000
Products – Completed Operations Aggregate - \$2,000,000

* 11.1.3. Automobile Liability:
Negligence Including Bodily Injury and Property Damage:
Per Claim - \$ 500,000
Combined Single Limit (each accident) - \$1,000,000

* 11.1.4. Workers' Compensation/Employer's Liability:
W.C. Limit Required* - Statutory Limits
E.L. Each Accident - \$ 100,000
E.L. Disease – Each Employee \$ 100,000
E.L. Disease – Policy Limit \$ 500,000

* 11.1.5. Professional Liability Insurance (Errors and Omissions):
For services, goods, or projects that will exceed \$1,000,000 in value over a year.
Each Claim - \$1,000,000
Annual Aggregate - \$2,000,000

For services, goods, or projects that will not exceed \$1,000,000 in value over a year.
Each Claim - \$ 250,000
Annual Aggregate - \$ 500,000

Professional Liability coverage must be maintained for a two-year period following completion of the Services in this Agreement.

11.6. All insurance shall be primary and not contributory to any other insurance carried by The School Board of Volusia County, Florida. This shall also apply to any self-insurance maintained by The School Board of Volusia County, Florida.

11.7. TNTP shall notify the Client's Risk Management Department within thirty (30) days of any material changes or notice of cancellation TNTP received from its insurer on above required insurance.

11.8. TNTP shall provide evidence of all insurance in the form of a Certificate of Insurance (Acord) and specify any deductible or retention applicable to above required insurance.

11.9. TNTP agrees that proof of insurance shall be provided prior to execution of this Agreement and that no Services shall begin until proof of insurance is received by the Client. Receipt of proof of insurance shall not be construed as an approval of TNTP's insurance or a release or waiver of TNTP's obligation to provide insurance required in this Agreement.

11.10. To the extent permitted by law, TNTP's insurance shall contain a waiver of rights to recover from the Client or its insurance.

11.11. Any required insurance that TNTP self-insures or carries retentions in excess of Ten Thousand Dollars (\$10,000.00) shall be pre-approved by the Client's Risk Management Department and referenced in an addendum to this Agreement.

Section 12. Public Records.

a. IF TNTP HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO TNTP'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

(386) 734-7190 ext. 20119

publicrecordsrequest@volusia.k12.fl.us

200 N. Clara Ave., DeLand, FL 32720

<http://myvolusiaschools.org/community-portal/Pages/Contact-Us.aspx>

- b. This Agreement is subject to and governed by the laws of the State of Florida, including without limitation Chapter 119, F.S., which generally makes public all records or other writings made by or received by the Parties. TNTP acknowledges its legal obligation to comply with Section 119.0701, F.S. TNTP shall keep and maintain public records, as that phrase is defined in the Florida Public Records Act, which would be required to be kept and maintained by the Client in order to perform the scope of services. TNTP shall comply with all requirements for retaining public records and shall transfer, at no cost to the Client, all public records in the possession of TNTP upon a request for such public records. See Section 119.0701(2)(b)4, F.S., for additional record keeping requirements.
- c. A request to inspect or copy public records relating to the Client's contract for services must be made directly to the Client's Custodian of Public Records. If the Client does not possess the requested records, the Client's Custodian of Public Records shall immediately notify TNTP of the request. TNTP must provide a copy of the records to the Client or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S. If TNTP does not timely comply with the Client's request for records, the Client shall be able to sue for breach of contract and the prevailing party shall be entitled to attorney's fees.
- d. Should TNTP fail to provide the requested public records to the Client within a reasonable time, TNTP understands and acknowledges that it may be subject to penalties under Sections 119.0701(3)(c) and 119.10, F.S.
- e. TNTP shall not disclose public records that are exempt, or confidential and exempt, from public records disclosure unless specifically authorized by law for the duration of this Agreement term and following the completion, expiration, or termination of same if TNTP does not transfer the records to the Client. Upon completion, expiration, or termination of this Agreement, TNTP shall transfer, at no cost to the Client, all public records in its possession or keep and maintain public records required by the Client to perform the services. If TNTP transfers all public records to the Client, TNTP shall destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If TNTP keeps and maintains public records upon completion, expiration, or termination of this Agreement, TNTP shall meet all applicable requirements for retaining public records and provide requested records to BPS pursuant to the requirements of this Article. All public records stored electronically must be provided to the Client in a format that is compatible with the information technology systems of the Client.

Section 13. Miscellaneous.

- a. All notices required by this Agreement will be in writing and either personally delivered or mailed by regular mail, postage prepaid, to such party at its address specified on the first page of this Agreement or to such other address as such party may designate by notice given in accordance herewith. If to TNTP, the notice will be to the attention of Florrie Chapin, General Counsel. If to the Client, the notice will be to the attention of the then-current CEO, President, superintendent, or functional equivalent, or to the Client personnel responsible for coordinating with TNTP for the execution of TNTP's Services.
- b. This Agreement will be interpreted and construed under and governed and enforced by the laws of the State of Florida without reference to choice of law rules. The Parties agree and consent to the jurisdiction of and venue in the state or federal courts in the city and state of Florida in all disputes arising out of or relating to this Agreement.
- c. Neither this Agreement nor any provision hereof may be modified, amended, supplemented, waived, discharged, or terminated except in a writing signed by the parties.
- d. TNTP will not be liable to the Client or to any third party, nor be deemed to have breached this Agreement, for any failure or delay in performing any of its obligations under this Agreement when such failure or delay is caused by or results from an event beyond TNTP's reasonable control, including without limitation (1) acts of God, (2) natural disasters, (3) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, (4) governmental orders or restrictions, (5) international, national or regional emergency, (6) flood, fire, or explosion, (7) strikes, labor shortages, stoppages or slowdowns, (8) epidemics, pandemics, diseases, quarantines, or other extraordinary event which is determined to constitute a public health risk ("Force Majeure Event"). TNTP will use commercially reasonable efforts to give notice of the Force Majeure Event to the Client stating the period of time the occurrence is expected to continue, provided that (a) TNTP is able, given the nature and scope of the Force Majeure Event, to reasonably state such time period, and (b) any delay by TNTP to provide such notice or to state the time period when performance will be resumed will not negate the enforceability of this Section. Upon cessation of such Force Majeure Event, as reasonably determined by TNTP, TNTP will thereupon use commercially reasonable efforts to resume efforts to promptly perform or complete the performance of TNTP's Services hereunder as soon as reasonably practicable after the cessation or resolution of the Force Majeure Event. If TNTP's failure or delay to resume efforts to promptly perform or complete the performance remains uncured for a period of 60 days following notice given by it to Client under this Section, either party may thereafter suspend or terminate its performance under the applicable Scope of Work upon 30 days' written notice.

- e. No failure or delay in exercising any right or remedy hereunder shall constitute a waiver of such, any other, right or remedy.
- f. This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, representations, and agreements, if any, with respect to the subject matter hereof.
- g. This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument. For purposes hereof, a facsimile, portable document format (pdf) signature, or signature from an online e-signature platform, will be considered an original signature.
- h. Neither party may assign this Agreement or any of the rights or obligations hereunder, in whole or in part, without the prior written consent of the other party.

Section 14. Jessica Lunsford Act – House Bill 1877 and Background Check

The State of Florida has passed a law stating that all vendors visiting a school campus shall be in compliance with the Florida H.B. 1877, The Jessica Lunsford Act as referenced in Florida Statute 1012.465 and 1012.467, effective September 1, 2005, Amended August 2007. Contractors are to provide their policies and procedures regarding their employees being in compliance with the Jessica Lunsford Act. The Contractors or their employee(s) shall bear all costs of the criminal background check. No employee(s) of the Contractor may provide professional services under this agreement, prior to completing the criminal background check successfully and having credentials issued. The following link was designed to assist with JLA compliance: [http://myvolusiaschools.org/professional-standards/Pages/Jessica-Lunsford-Act-\(JLA\).aspx](http://myvolusiaschools.org/professional-standards/Pages/Jessica-Lunsford-Act-(JLA).aspx) NOTE: Only applicable to contracted vendors who are permitted access on school grounds when students are present, who have direct contact with students, or have access to or control of school funds.

Section 15. Drug Free Workplace

In accordance with the Board's "Drug-Free Work Place General Policy" employees shall not possess or be under the influence of tobacco products, alcohol, drugs, or any illegal substances while on Board property or while in direct contact with students. Vendors will be required to assure that assigned personnel work in a drug-free environment and will conduct themselves in a manner that does not violate the Board's standards for employment. NOTE: Only applicable to contracted vendors who are permitted access on Board property or contracted vendors who have direct contact with students. A Certification Form is required when applicable.

[Signature Page to Follow.]

Signatures.

The parties, on the dates indicated below, have caused their duly authorized representatives to execute this Agreement, which shall be effective on the Effective Date.

Volusia County Schools

By: _____

Date: _____

Name (print): _____

Title: _____

TNTP, Inc.

By: _____

Date: _____

Tonya Horton
EVP, Central Operations

p.p.: _____

Schedule A
Statement of Work

Our approach to support for the 2022-2023 school year will be grounded in sustainability and focus on building the capacity of the school leadership team to set, implement, and monitor progress of the instructional vision. This will be designed as a “gradual release” model, with TNTP designing and modeling key roles and responsibilities of the school leadership team in the first semester and moving into more of a support and advisory role as the school leadership team takes full ownership of the roles and responsibilities. The ultimate goal is that by the end of our support, the following objectives are accomplished heading into SY23-24:

1. The Palm Terrace Elementary Principal is prepared to execute instructional systems and structures to support the vision of excellent instruction and work strategically toward academic goals.
2. The PTE school leadership team is equipped to effectively lead systems and structures to support teachers in developing towards vision of excellent instruction
3. The PTE school leadership team has the skills and systems needed to regularly monitor, analyze, and make decisions around data

We project the proposed scope of work would run approximately 11 months beginning July 15, 2022 and ending June 15, 2023. **The total cost of the services is \$469,402.** This cost is inclusive of TNTP staff time to provide support and deliverables as well as all travel costs, program materials, and access to TNTP’s national network of experts. In SY22-23, the team will consist of a Partner, one Director, one Math Senior Manager, one ELA Senior Manager, and one Data Manager.

| | TNTP STAFF | DELIVERABLES/SUPPORT | TRAVEL |
|---|--|---|--|
| SUMMER 2022 July 15 – August 15 | <ul style="list-style-type: none"> • 10% Partner • 50% Director • 50% Senior Manager – Math • 50% Senior Manager – ELA | <p>Leadership:</p> <ul style="list-style-type: none"> • TNTP Director leads weekly 1:1 coaching sessions with school principal around vision-setting, time management, management of school leadership team, and delivering feedback (Virtual/in-person hybrid) <p>Coaching and Development:</p> <ul style="list-style-type: none"> • TNTP designs professional development and planning sessions with PTE leadership team to define roles, identify school and teacher development priorities, plan content-specific teacher PD, and establish / launch strong systems and structures to support school priorities (Virtual/in-person hybrid) • TNTP supports content development and facilitation of sessions for Palm Terrace Institute (in-person) <p>Data-Driven Decision-Making</p> <ul style="list-style-type: none"> • TNTP conducts detailed data analysis to support school and teacher development priorities (Virtual) | <ul style="list-style-type: none"> • One 4-night trip for Director • One 4-night trip for SM-Math • One 4-night trip for SM-ELA |

FIRST SEMESTER

Aug 15 – December 31

| TNTP STAFF | DELIVERABLES/SUPPORT | TRAVEL |
|--|--|---|
| <ul style="list-style-type: none"> • 10% Partner • 50% Director • 50% Senior Manager – Math • 50% Senior Manager – ELA • 25% Data Manager | <p>Leadership:</p> <ul style="list-style-type: none"> • TNTP Director leads weekly 1:1 coaching sessions with school principal around vision-setting, time management, management of school leadership team, and delivering feedback (Virtual/in-person hybrid) • TNTP develops and supports principal in explicitly defining his/her role and responsibilities as instructional leader, including leading and monitoring systems to support instructional vision with regular observation and feedback <p>Coaching and Development – ELA/Math:</p> <ul style="list-style-type: none"> • TNTP models weekly instructional leadership team meetings to support developing instructional leadership and monitoring progress towards goals (Virtual/in-person hybrid) • TNTP conducts 1:1 touchpoints with each school leadership member to norm on instructional excellence and provide role-specific coaching, based on classroom observations, vision walks, and coaching observation (in-person, every other week) • TNTP content coaches model teacher coaching in one grade in Math and ELA (in-person, every other week) • TNTP coaches design and model planning and PLC structures for one grade in Math and ELA, including development of tools and resources to support (in-person, every other week) <p>Data-Driven Decision Making:</p> <ul style="list-style-type: none"> • TNTP Math Coach designs and models weekly Math Data meeting to monitor progress, discuss challenges, and problem-solve next steps (Virtual/in-person hybrid) • TNTP ELA Coach designs and models weekly ELA Data meeting to monitor progress, discuss challenges, and problem-solve next steps (Virtual/in-person hybrid) • TNTP Data Manager sets up trackers, templates, and forms necessary to conduct regular data analysis and drive data meetings (Virtual) • TNTP Data Manager works with someone on the school leadership team to effectively equip them to lead regular data analysis for PTE (Virtual) | <ul style="list-style-type: none"> • Two 2-day trips/month for Director • Two 2-3 day trips/ month for Senior Manager-Math • Two 2-3 day trips/ month for Senior Manager – ELA |

SECOND SEMESTER
 January 1 – June 15

| TNTP STAFF | DELIVERABLES/SUPPORT | TRAVEL |
|--|--|---|
| <ul style="list-style-type: none"> • 10% Partner • 50% Director • 50% Senior Manager – Math • 50% Senior Manager – ELA | <p>Leadership:</p> <ul style="list-style-type: none"> • TNTP Director leads weekly 1:1 coaching sessions with school principal around vision-setting, time management, management of school leadership team, and delivering feedback (Virtual/in-person hybrid) • TNTP develops and supports principal in implementing his/her role and responsibilities as instructional leader, including leading and monitoring systems to support instructional vision with regular observation and feedback <p>Coaching and Development – Math/ELA:</p> <ul style="list-style-type: none"> • TNTP provides guidance and feedback to school leadership team as they begin to lead weekly leadership team meetings (Virtual/in-person hybrid) • TNTP conducts 1:1 touchpoints with each school leadership member to provide role-specific coaching (in-person, every other week) • TNTP observes and provides feedback on teacher coaching to Math and ELA coach (in-person, every other week) • TNTP observes and provides feedback on planning and PLC structures for Math/ELA coach, revising and refining tools as necessary (in-person, every other week) • TNTP provides ongoing support to implementation of planning and PLC structures in Math/ELA (Virtual/in-person hybrid) <p>Data-Driven Decision-Making:</p> <ul style="list-style-type: none"> • TNTP supports Math Coach in leading weekly Math Data meeting to monitor progress, discuss challenges, and problem-solve next steps (Virtual/in-person hybrid) • TNTP supports PTE ELA Coach in leading weekly ELA Data meeting to monitor progress, discuss challenges, and problem-solve next steps (Virtual/in-person hybrid) • TNTP troubleshoots any issues or challenges with data monitoring tools, as necessary (Virtual) | <ul style="list-style-type: none"> • One 2-day trips/month for Director • Two 2-day trips / month for Senior Manager-Math • Two 2-day trips / month for Senior Manager – ELA |