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BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS

PROFESSIONAL SERVICES AGREEMENT
CHILD DEVELOPMENT LAB CENTERS
GALE REINITZ

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the execution of a professional services agreement with Gale Reinitz, Chicago, IL to provide Educational Services to all (5) of the Child Development Lab Centers to implement a high quality curriculum during the period from September 1, 2011 to September 1, 2012, in the amount of $30,000.

VENDOR: Gale Reinitz
1629 S. Prairie Apt 3011
Chicago, IL 60616

USER: Child Development Lab Centers

TERM:
The term of the agreement will begin on September 1, 2011 and end on September 1, 2012.

SCOPE OF SERVICES:
Gale Reinitz will analyze each of the (5) Child Development Lab Centers to implement a high quality curriculum that meets NAEYC, Head Start, State Pre K, and Illinois Department of Children and Family Services Licensing standard policies and procedures. Duties and Responsibilities will include:

1. Oversight of Education Content and Systems
2. Monitoring of Gold Planning and Assessment System
3. Observe, Coach Mentor and Provide Feedback to Teacher and Site Directors
4. Assist site with NAEYC Accreditation Process
5. Monitoring of Child Education Files
6. Completion of Education Management Plans
7. Assist in annual Self Assessment and Improvement Plans
8. Meeting attendance and Training on behalf of CCC

Ms. Reinitz will also provide technical assistance to staff as it relates to curriculum, record keeping, and assessment.

BENEFIT TO CITY COLLEGES OF CHICAGO:
City Colleges of Chicago Child Development Lab Center provides Head Start and State Pre K services to low

income children ages 3-5. Ms. Reinitz will benefit the Child Development Lab Center by providing technical assistance in maintaining effective record keeping systems as required by Head Start and State Pre K Education Content (child files, child outcome data, and kindergarten transition). Ms. Reinitz will also provide additional support to improve overall quality within early learning classrooms by providing training and support for curriculum and assessment, classroom management, positive teacher child interactions and overall best practices in the field of early care and education.

VENDOR SELECTION CRITERIA:
Pursuant to State Law, contracts for services of individuals possessing a high degree of professional skill are exempt from District competitive bidding requirements. Ms. Reinitz has served as multiple site supervisor, center director, teacher of children birth through kindergarten and designer of educational learning environments. Ms. Reinitz has been an NAEYC validator for the last 15 years and has completed NAEYC validation visits nationwide.

M/WBE COMPLIANCE:
The Office of M/WBE Contract Compliance has reviewed the above agreement request and, the vendor, Gale Reinitz, is a sole proprietor providing a direct support service to the District that does not allow for additional subcontracting opportunities, is recommending a waiver of compliance with the Board Approved Participation Plan.

GENERAL CONDITIONS:
Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:
Total: $30,000

Charge To: Child Development
Sources of Funds: Grant

Restricted Funds: Grant
FY12: 00003-0000110-20000-00000-0000000-530000: $15,000
FY12: 00003-0000110-00028-00000-0000000-532100: $15,000

Respectfully submitted,

Cheryl L. Hyman
Chancellor

September 1, 2011- Office of Academic Affairs