36046
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
NOVEMBER 5, 2026

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

**MENTAL HEALTH CONSULTATION SERVICES**
**ALEXIS LYBROOK TAUBERT, PHD., LTD.**
**OFFICE OF ACADEMIC AFFAIRS**
**CHILD DEVELOPMENT LABORATORY SCHOOLS**

**THE CHANCELLOR RECOMMENDS:**
that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to execute an agreement with Alexis Lybrook Taubert, PHD., LTD., for Mental Health Consultation Services for a period commencing no sooner than December 1, 2026, through November 30, 2029, at a total cost not to exceed $299,250.

**VENDOR:** Alexis Lybrook Taubert, PHD, LTD.
1305 S. Michigan Ave.,
Chicago, IL 60605

**USERS:** Child Development Laboratory Schools

**TERM:**
The term of this agreement shall commence no sooner than December 1, 2026, and continued through November 30, 2029, with the option to renew for two (2) additional one (1) year renewals.

**SCOPE OF SERVICES:**
**1. Program Coverage and Service Delivery**
The Contractor shall:
- Provide Mental Health Consultant services to all five (5) Child Development Laboratory School campuses, serving a total of sixteen (16) classrooms under a unified, coordinated service model.
- Ensure consistency in service delivery, consultation approach, and quality across all sites, while remaining responsive to site-specific needs.
- Ensure mental health consultations are available at a frequency of at least twice a month per campus.
- Eliminate fragmentation associated with multiple site-based contracts by providing centralized coordination, communication, and oversight.
- Work collaboratively with program leadership to develop and maintain a cohesive service schedule and consultation model.

**2. Head Start–Compliant Mental Health Consultation**
The Contractor shall:

- Deliver Mental Health Consultant services that meet all applicable Office of Head Start Performance Standards, with an emphasis on prevention, early intervention, and relationship-based practice.
- Provide consultation that supports social-emotional development, mental wellness, and classroom climate rather than primarily reactive or crisis-based services.
- Partner with program leadership to support compliance monitoring, documentation, and continuous improvement related to mental health services.

**3. Classroom and Staff Consultation and Capacity Building**

The Contractor shall:

- Provide consistent, high-quality consultation and coaching to educators and administrators across all sites to reduce variability in service quality.
- Support staff in implementing developmentally appropriate, trauma-informed, and culturally responsive behavior guidance and social-emotional strategies.
- Assist staff in understanding and responding to challenging behavior through preventive and instructional approaches.
- Promote reflective practice and staff wellness as key components of effective early childhood mental health support.

The Contractor shall also provide:

- A minimum of 2 all-staff professional development sessions annually
- Written recommendations following classroom observations when requested
- Quarterly reflective consultation opportunities for leadership teams
- Support plans for classrooms experiencing persistent behavioral challenges

**4. Family Engagement and Collaboration**

The Contractor shall:

- Support programs in strengthening partnerships with families around children's social-emotional development and mental health.
- Provide consultation that respects family culture, language, values, and confidentiality.
- Collaborate with staff to ensure families receive consistent, accurate, and accessible information and support regardless of campus location.

**5. Culturally and Linguistically Responsive Services**

The Contractor shall:

- Deliver culturally sustaining services responsive to the diverse backgrounds, languages, and lived experiences of children and families served.
- Provide Spanish-speaking Mental Health Consultants as a required component of service delivery to address previously identified gaps in language access.
- Demonstrate the capacity and preference to provide or coordinate additional language supports beyond Spanish as program needs evolve.
- Ensure linguistic access is built into service delivery models rather than addressed on an ad hoc basis.

**6. Collaboration, Planning, and Continuous Improvement**

The Contractor shall:

- Collaborate with program leadership to identify trends, strengths, and areas for improvement across sites and classrooms.
- Participate in regular planning and review meetings to support alignment, consistency, and quality improvement.
- Use consultation insights to inform program-level recommendations that address systemic needs, including consistency of practice and service effectiveness.

**7. Documentation, Reporting, and Communication**

The Contractor shall:

- Maintain clear, consistent documentation of consultation services across all sites.
- Provide periodic summaries or reports that support program oversight, quality assurance, and Head Start compliance.
- Communicate proactively with designated program contacts to ensure transparency and alignment of services across campuses.

  Required reporting shall include:
- Monthly service logs
- Quarterly trend summaries
- Professional development attendance records
- Aggregate referral and consultation data
- Program-level recommendations
- Response timelines of 3-5 business days for standard reports

**8. Staffing Qualifications and Compliance Requirements**

The Contractor shall:

- Ensure all Mental Health Consultants have appropriate credentials, experience, and training in early childhood mental health consultation.
- Ensure all personnel assigned to this contract successfully complete and maintain DFSS, DCFS, CPS, and district-required background checks and clearances.
- Maintain adequate staffing, supervision, and succession planning to prevent service disruptions and inconsistencies.

**9. Contract Term and Continuity of Services**

The Contractor shall:

- Ensure continuity and consistency of services across the full contract term, including during any staff transitions.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Provision of Mental Health Consultation services supports CCC's Child Development Lab Schools in

meeting Head Start performance requirements while strengthening the social-emotional well-being of children, families, and staff. These services provide guidance on promoting positive behavior, addressing developmental and behavioral concerns, supporting inclusive learning environments, and building staff capacity to respond effectively to children's social-emotional needs. Mental Health Consultation enhances program quality, supports school readiness outcomes, and helps ensure compliance with Head Start standards and best practices.

**VENDOR SELECTION CRITERIA:**
Specifications were prepared by District Office Procurement staff in conjunction with the office of Curriculum and Instruction and a Request for Proposal (RFP) #NC2616 was publicly advertised on June 29, 2026, in the Chicago Sun-Times, posted on CCCs Procurement EUNA portal and notifications were sent to multiple companies via the portal. A Preproposal conference was held on July 13, 2026, at 11:00 am. Proposals were due on August 7, 2026, at noon. CCC received proposals from one (1) potential supplier: 1) Alexis Lybrook Taubert, PHD., LTD.

The proposal was reviewed and evaluated by the evaluation committee that included members from the office of ERSEA & Family Engagement, Child Development Lab Schools from Daley, KKC and Truman, MBE/WBE Contract Compliance and Curriculum & Instruction. Based on the review of the submissions for responsiveness, the ability to achieve the objectives and scope of services, team structure, price, and value to CCC. The Evaluation Committee recommends the acceptance of the proposal from Alexis Lybrook Taubert, PHD., LTD.

**MBE/WBE COMPLIANCE:**
The Office of Procurement Services has reviewed the proposed compliance plan and has determined that the vendor has complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended 25% waiver of the MBE goal.

| **Vendor** | **MBE or WBE** | **%** | **Participation** | **Certifying Agency** |
|---|---|---|---|---|
| Alexis Lybrook Taubert PHD, LTD.<br>1305 S. Michigan Ave.,<br>Chicago, IL 60605 | WBE | 100 | Direct | IL State-BEP |

**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 2, Section 2.7.4(b) of the Board Bylaws.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

**FINANCIAL**
**Total**: $299,250.
**Charge to**: Office of Academic Affairs
**Source of Funds**: Enterprise Fund/Grant
**Budget Line**: 530000-07504-0016006-60000

**Respectfully submitted,**

**Juan Salgado**
**Chancellor**

**November 5, 2026 – Office of Academic Affairs**