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OFFICE OF THE CITY CLERK  
OAKLAND

2015 APR 30 PM 3:15

## AGENDA REPORT

**TO:** JOHN A. FLORES  
INTERIM CITY ADMINISTRATOR

**FROM:** Sara Bedford

**SUBJECT:** Teaching Strategies Training & Technical Assistance FY 2015-2016

**DATE:** April 29, 2015

City Administrator  
Approval

Date

4/30/15

**COUNCIL DISTRICT:** Citywide

### RECOMMENDATION

Staff recommends the City Council adopt:

**A Resolution 1) Waiving The Competitive Request For Proposals/Qualifications Process, And 2) Authorizing The City Administrator To Execute A Professional Services Agreement With Teaching Strategies, LLC For Specialized Training And Technical Assistance On A Specialized Form Of Practice-Based Coaching For Early Childhood Education Instructors Called Coaching To Fidelity, In An Amount Not To Exceed \$17,007 For Fiscal Year 2015-2016, Contingent Upon Receipt Of Grant Funding**

### OUTCOME

If approved, the Human Services Department (HSD), Head Start/Early Head Start (HS/EHS) program will be able to continue to provide evidence-based, specialized training, technical assistance, and mentor coaching using the *Coaching to Fidelity* model, for Head Start and Early Head Start program staff. The specialized training is intended to support the continued professional development of program staff, while the staff, in turn, continue to support, nurture, and respond effectively to their students' early learning and school readiness needs, including redesigning, modifying, adapting, and maintaining high quality, early learning classroom environments.

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## **EXECUTIVE SUMMARY**

Teaching Strategies provides specialized training & technical assistance to early childhood education professionals across the country on the effective use of *Creative Curriculum*, an evidence-based early learning curriculum for children up to five years of age. Teaching Strategies also provides training and technical assistance on *Coaching to Fidelity*, a specialized practice-based coaching model. Both *Creative Curriculum* and *Coaching to Fidelity* are aligned with the Head Start Performance Standards, as well as California Department of Education (CDE), Early Learning and Development System.

The primary goal of the Oakland HS/EHS program is school readiness. Therefore, the Office of Head Start provides training and technical assistance funds to support programs in meeting their school readiness goals for children and professional development goals for teachers. As a California-based HS/EHS program, the Oakland HS/EHS program is committed to continuing to improve the school readiness outcomes for children up to five years of age, along with their cognitive, social-emotional, and physical development. The program is also committed to continuing to provide essential professional development support for all staff, including teachers.

Teaching Strategies is the only provider of specialized, evidenced-based, Creative Curriculum training, which focuses on promoting, building, and strengthening professional development, skills and knowledge in order to more effectively support children's cognitive, social emotional and physical development, along with school readiness outcomes for young children up to five years of age.

Thus, Oakland HS/EHS has elected to provide ongoing program-wide training and technical assistance using the Teaching Strategies, *Coaching to Fidelity* model. The coaching will consist of on-site, practice-based mentor- and peer-coaching. Coaching to Fidelity will begin in Program Year (PY) 2015-2016 and will continue through the program year.

## **BACKGROUND/LEGISLATIVE HISTORY**

As mandated by the Head Start Performance Standards and the Office of Head Start, Oakland HS/EHS keeps abreast of the changing needs of children and families being served. The primary goal of the HS/EHS program is school readiness. Therefore, the Office of Head Start provides training and technical assistance funds to support programs in meeting their school readiness goals for children and professional development goals for teachers.

In the program's most recent Federal review, in December 2013, the Classroom Assessment Scoring System (CLASS) observation assessment resulted in Oakland Head Start exceeding the national average in the domain area of instructional support provided to children by teachers. This training will help to ensure that Oakland keep up with the increasing expectations around the quality of teacher interactions with children.

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The program has also found it essential that staff continue to receive specialized training, technical assistance, and mentor coaching in order to strengthen staff's abilities as center directors and teachers to effectively support the cognitive, social-emotional, behavioral, and mental health needs of the children and families receiving HS/EHS services.

In an effort to respond effectively to the unique ongoing and emerging needs of HS/EHS families and children, while remaining in compliance with Head Start Performance Standards, Oakland HS/EHS would like to continue to provide evidence-based, specialized training, and technical assistance for HS/EHS program staff as a part of the regular program services, by partnering with Teaching Strategies.

### **ANALYSIS**

The continued economic austerity at the Federal, State, and local levels has impacted Head Start eligible families and children in a myriad of ways in the 2014-2015 program year. Based on recent program and community data, as well as the data from the 2014 HS/EHS Community Assessment Update, HS/EHS families and children, along with the surrounding community, continue to experience marked increase risk factors and stressors, such as community violence, drug use, family violence, homelessness, unemployment, frequent housing transitions, and moving out of the area. Research has indicated that extended exposures to such risk factors can significantly impact child development and school readiness.

As previously indicated, in an effort to actively address the specific, ongoing, and emerging needs of HS/EHS families and children, while also supporting and promoting school readiness and success in compliance with Head Start Performance Standards, Oakland HS/EHS, in partnership with Teaching Strategies, will provide evidence-based, specialized training and technical assistance for Head Start program staff on an ongoing basis.

Oakland Municipal Code (OMC) section 2.04.051.A requires the City Administrator to conduct a request for proposals/qualifications (RFP/Q) process for professional services agreements, and OMC section 2.04.051.B permits the Council to waive the RFP/Q process upon a finding that it is in the best interest of the City to do so. Staff recommends that it is in the best interest of the City to waive the RFP/Q process because Teaching Strategies is the only company to offer training on the *Coaching to Fidelity* model, which is both consistent and aligned with the California Early Learning Foundations and Federal Head Start mandates.

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**PUBLIC OUTREACH/INTEREST**

This item did not require any additional public outreach other than the required posting on the City's website.

**COORDINATION**

Coordination has occurred between the Human Services Department, the Controller's Office, and the Office of the City Attorney.

**COST SUMMARY/IMPLICATIONS**

Approval of the proposed resolution will authorize the City Administrator to execute a professional services agreement with Teaching Strategies, for specialized training and technical assistance for HS/EHS program staff, in an amount not to exceed \$17,007 for FY 2015-2016.

1. AMOUNT OF RECOMMENDATION/COST OF PROJECT:

\$17,007 for FY 2015-2016

Total project cost/agreement/contract: \$17,007

2. SOURCE OF FUNDING:

For the FY 2015-2016, the professional services agreement in the amount of \$17,007, will be fully funded through the 2015-2016 HS/EHS program grants scheduled for approval by City Council on May 19, 2015, and will be available through the Head Start program grants, in the Human Services Department Fund (2128 Head Start Project TTA Basic (G486530); Early Head Start Expansion Project TTA Basic (G486585), to pay for Teaching Strategies services.

3. FISCAL IMPACT:

Approving this resolution will not have a negative impact on the City's General Fund.

**SUSTAINABLE OPPORTUNITIES**

***Economic:*** Teaching Strategies offers a cost-effective approach to train and provide technical assistance to Oakland Head Start program staff, in order to effectively address the unique and emerging cognitive, social, and emotional needs of HS/EHS children, while still providing the comprehensive child development services elemental to HS/EHS.

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**Environmental:** It is expected that there will be no direct environmental benefits or impacts from the training and technical assistance services provided to Oakland HS/EHS program staff by Teaching Strategies, to the City of Oakland. Consistent with the Oakland HS/EHS program, the trainer will use recyclable paper and training materials.

**Social Equity:** Consistent with the Oakland Head Start program, the principal sustainable opportunity of the Teaching Strategies will be in the area of social equity. Teaching Strategies will deliver high-quality training and technical assistance services to program staff and children. These services are designed to promote and foster healthy cognitive, social, and emotional development in children. The Teaching Strategies training and technical assistance services will be responsive and appropriate to each child and family's developmental, ethnic, cultural, and linguistic heritage and experience. Scientific research has verified what early childhood educators have known for years - that how children are nurtured and educated in their youngest years has a significant impact on later growth and development.

For questions regarding this report, please contact Usana Hopkins, HSD Manager, Early Childhood & Family Services, 238-7186.

Respectfully submitted,



Sara Bedford, Director  
Human Services Department

EARLY CHILDHOOD & FAMILY SERVICES

*Reviewed by:* Usana Pulliam, Manager

*Prepared by:* Tracey Black, HHS Planner

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**OAKLAND CITY COUNCIL**

Approved as to Form and Legality

*Macaulay*  
City Attorney

**RESOLUTION No. \_\_\_\_\_ C.M.S.**

Introduced by Councilmember \_\_\_\_\_

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**A RESOLUTION 1) WAIVING THE COMPETITIVE REQUEST FOR PROPOSALS/QUALIFICATIONS PROCESS, AND 2) AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH TEACHING STRATEGIES, LLC FOR SPECIALIZED TRAINING & TECHNICAL ASSISTANCE ON A SPECIALIZED FORM OF PRACTICE-BASED COACHING FOR EARLY CHILDHOOD EDUCATION INSTRUCTORS CALLED COACHING TO FIDELITY, IN AN AMOUNT NOT TO EXCEED \$17,007 FOR FISCAL YEAR 2015-2016, CONTINGENT UPON RECEIPT OF GRANT FUNDING**

**WHEREAS**, the Human Services Department (HSD), Head Start/Early Head Start (HS/EHS) Program desires the City of Oakland to enter into a Professional Services Agreement with Teaching Strategies to provide specialized training & technical assistance on a specialized form of practice-based mentor coaching called *Coaching to Fidelity*, in an amount not to exceed \$17,007 for Fiscal Year (FY) 2015-2016, contingent upon receipt of grant funding; and

**WHEREAS**, Teaching Strategies provides specialized training and technical assistance on *Coaching to Fidelity*, specialized practice-based coaching (aligned with Head Start Performance Standards and the California Department of Education (CDE), Early Learning and Development System) for HS/EHS Program teaching staff; and

**WHEREAS**, the primary goal of the HS/EHS program is school readiness, which is supported by the Office of Head Start with the provision of training and technical assistance funds to support programs in meeting their school readiness goals for children and professional development goals for teachers; and

**WHEREAS**, the Head Start Performance Standards 1304.53 (k)(2)(3) mandate that Head Start programs must provide a structured approach to staff training and development in order to help build skills and knowledge needed to fulfill their job responsibilities; and

**WHEREAS**, Oakland HS/EHS has elected to participate in program-wide *Coaching to Fidelity* training & technical assistance with Teaching Strategies in FY 2015-2016; and

**WHEREAS**, over the course of the proposed contract period teachers will receive approximately five days of intensive training, on-site coaching, and supportive teaching tools; and

**WHEREAS**, Teaching Strategies is the only company that provides training on the Coaching to Fidelity model, to align with the state Early Learning Foundations and the Federal Head Start mandates; and

**WHEREAS**, the City of Oakland, HS/EHS program has found Teaching Strategies professional development training, to be a cost effective means of providing specialized, evidence-based training and technical assistance; and

**WHEREAS**, in FY 2015-2016, the Teaching Strategies professional services agreement in the amount of \$17,007, will be fully funded through the 2015-2016 Head Start/Early Head Start program grants, scheduled for approval by City Council on May 19, 2015, and will be available through the Head Start program grants, in the Human Services Department Fund (2128), Head Start Project TTA Basic (G486530) and Early Head Start Expansion Project TTA Basic (G486585), contingent upon grant funding, to pay for Teaching Strategies services; and

**WHEREAS**, Oakland Municipal Code (OMC) section 2.04.051.A requires the City Administrator to conduct a request for proposals/qualifications (RFP/Q) process for professional services agreements and OMC section 2.04.051.B permits the Council to waive the RFP/Q process upon a finding that it is in the best interest of the City to do so; and

**WHEREAS**, staff recommends that it is in the best interest of the City to waive the RFP/Q process because Teaching Strategies is the only company to offer training on the *Coaching to Fidelity* model consistent with the California Early Learning Foundations and federal Head Start mandates; and

**WHEREAS**, the City Administrator has determined that this contract is of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive civil service; now, therefore, be it

**RESOLVED:** That pursuant to Oakland Municipal Code section 2.04.051.B and the findings set forth above, the City Council finds and determines that it is in the best interest of the City to waive the competitive RFP/Q process for the agreement with Teaching Strategies and so waives the requirement; and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator or his designee, to execute a Professional Services Agreement with Teaching Strategies for specialized training & technical assistance on *Coaching to Fidelity*, a specialized form of practice-based coaching for early childhood education instructors, in an amount not to exceed \$17,007 for FY 2015-2016, contingent upon receipt of grant funding; and be it

**FURTHER RESOLVED:** That the City Administrator or his designee, is hereby authorized to enter into any subsequent amendments, modifications, or extensions of this Professional Services Agreement without further council approval provided that such amendments or extensions do not increase the amount of the contract; and be it

**FURTHER RESOLVED:** That based on the information provided by the City Administrator, the Council finds that this contract is of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive civil service; and be it

**FURTHER RESOLVED:** That the agreement with Teaching Strategies shall be approved as to form and legality by the Office of the City Attorney and filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES- BROOKS, CAMPBELL WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, REID, AND  
PRESIDENT GIBSON MCELHANEY

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California