

SECOND AMENDATORY AGREEMENT

THIS SECOND AMENDATORY AGREEMENT is made and entered into by and between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (“Denver”) for itself and on behalf of the **DENVER HEAD START OFFICE** (the “Agency”, and the **OFFICE OF CHILDREN’S AFFAIRS**, and together with Denver, the “City”) and **SCHOOL DISTRICT NO. 1**, (the “Contractor”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated July 1, 2020 (collectively the “Agreement”), and entered into a First Amendatory Agreement, for the performance of certain work set forth in that Agreement, Exhibit A, Exhibit A-1 and Exhibit A-2 thereto; and

B. The Parties wish to amend the Agreement to add compensation due to receipt of additional grant and other funds.

NOW, THEREFORE, the parties hereby amend the Agreement as follows:

1. Section 7.D. of the Agreement entitled “**Maximum Contract Amount**” is amended to read as follows:

“(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **TWO MILLION FIVE HUNDRED TEN THOUSAND SEVENTY-ONE DOLLARS AND EIGHTY-THREE CENTS (\$2,510,071.83)** (the “Maximum Contract Amount”). The City is not obligated to execute an Agreement or any amendments for any further services, including any services performed by Contractor beyond that specifically described in **Exhibit A, Exhibit A-1 and Exhibit A-2, as applicable**. Any services performed beyond those in **Exhibit A, Exhibit A-1 and Exhibit A-2, as applicable** are performed at Contractor’s risk and without authorization under the Agreement.”

2. Except as herein amended, the Agreement is affirmed and ratified in each and every particular.

3. This Second Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

[SIGNATURE PAGES FOLLOW]

Contract Control Number: MOEAI-202056348-02 Legacy: 202054013
Contractor Name: SCHOOL DISTRICT NO. 1

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

By:

By:

By:

Contract Control Number:
Contractor Name:

MOEAI-202056348-02 Legacy: 202054013
SCHOOL DISTRICT NO. 1

By: _____
DocuSigned by:
Jose Paz
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Name: Jose Paz
(please print)

Title: Denver Public School Delegate Director
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)

Exhibit A-2



Denver Public Schools

Head Start

Application for

COVID-19 One-Time Funding

Summer 2020

(version #3 with additional allocated funds)





Denver Public Schools Head Start is funded to provide comprehensive services to 302 students as one of Denver Great Kids Head Start's delegates. In the 2019-20 school year, DPS Head Start is serving 320 students and their families in 9 DPS schools, 19 classrooms, throughout the city and county of Denver. Head Start students and their families receive child developmental and comprehensive services that contribute to school readiness and family success. During the covid-19 closures, our students and their families have faced increased challenges and hardships ranging from food access to housing assistance and more. While our Head Start families are resilient and our team has gone through tremendous efforts to support them, certain needs remain unmet and require supplementary support during this challenging time.

The coronavirus (COVID-19) pandemic led Denver Public Schools to close starting March 16th, 2020 with little prep time to support students and families into a remote school year. Of the proposed Head Start covid-19 response funds, the highlighted areas below based on the fund priorities, indicate the requested needs to best support students through the summer transition:

1. **Mental health services, supports, crisis response, and intervention services.**
2. Coordination, preparedness, and response efforts with state, local, tribal, and territorial public health departments and other relevant agencies.
3. Provision of meals and snacks not reimbursed by the U.S. Department of Agriculture (USDA).
4. Training and professional development for staff on infectious disease management.
5. Purchasing necessary supplies and contracted services to sanitize and clean facilities and vehicles.
6. **Other actions that are necessary to maintain and resume the operation of programs, such as hiring substitute staff, investing in technology infrastructure, making improvements to air conditioning systems, or other emergency assistance.**

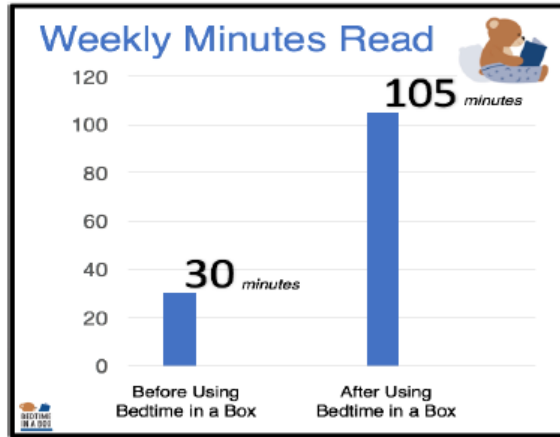
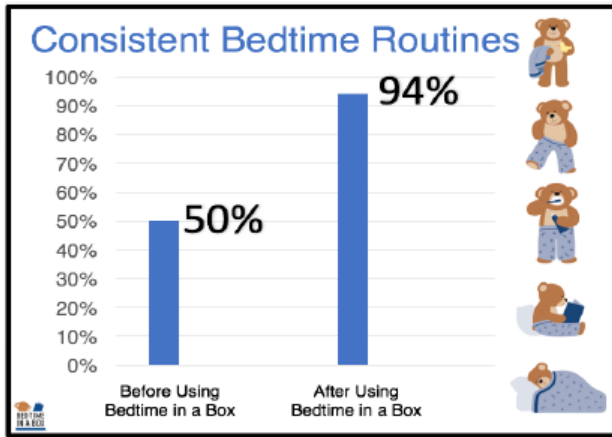
Given the change in routines, added stress, and economic implications that the coronavirus pandemic is having on our most vulnerable student groups, we feel that supporting families with immediate relief is imperative for their continued success. Supporting these priorities, in addition to general resources, will ensure that our families are safe and connected during this time.

Priority 1. Mental health services, supports, crisis response, and intervention services.

Bedtime in a Box

Providing Head Start students with Bedtime in a Box would help to encourage solid sleep and general well-being, encourage parent-child interactions, and continue to develop educational skills that will best serve our students when they return to their schools. In a time of great uncertainty, it would provide consistency and establish healthy habits that will continue to help our students and their families.

Each Bedtime in a Box kits includes: 5 age-appropriate books, toothbrush/toothpaste, bath soap and bath towel, foam bath letters and numbers, pajamas, stuffed animal, alarm clock, routine log, and a Teach My Learning Kit which supports school readiness. These resources help families develop healthy routines that lead to more consistent bedtime routines and an increase in reading time per week. Two classrooms sets have been provided by Bedtime in a Box and DGKHS and proven to be extremely successful. An additional 312 boxes would provide each of our students/families, teachers, paraprofessionals, Education, Family Services, Disabilities & Mental Health, and Health coordinators with a box to help bridge the gap between the classroom and the home, which could be leveraged as our students return to schools.



Data taken by Bedtime in a Box to show its value: <https://bedtimeinabox.org/>



Current DPS Head Start students with their donated Bedtime in a Box resources.



Priority 6. Other actions that are necessary to maintain and resume the operation of programs, such as hiring substitute staff, investing in technology infrastructure, making improvements to air conditioning systems, or other emergency assistance.

Investing in Technology Infrastructure

Additionally, providing appropriate technology supports to our families & staff during a remote learning experience and/or limited classroom access by supporting staff ensures that they are able to access suggested learning materials and support systems with resources that may not otherwise be readily available.

As DPS preschool-12 grade students are receiving online supports and equipment, these funds would be an opportunity to provide equitable access to our teaching staff, students and their parents/guardians. Providing families with technology would ensure that they are connected to our teachers, paraprofessionals, schools, Head Start team, educational resources, and provides them with the ability to secure the resources and learning activities they need.

Each DPS Head Start school is using a variety of technological options to continue student development. These vary greatly in online applications, virtual conferences, websites, teacher/school videos, activities, and they vary by school, teacher, and support services such as special education and mental health. A family tablet or Chromebook would lend itself to the versatility needed by our Head Start students and their families across our program. These Chromebooks would be distributed to students and their families who are currently 3 years old in our program and are planning to return to DPS Head Start in the 2020-2021 school year. Due to the uncertainty caused by the current health state and the potential for remote learning next school year, these families would be allowed to continue using the Chromebooks after the summer months in 2020.

Because comprehensive services are central to the Head Start premise and structure, Chromebooks would ensure that an increased number of parents/guardians receive the resources necessary to continue with their child's development during remote learning. More adults in a child's home setting would have access to the numerous home activities, ideas, best-practices, conversation starters, suggestions, systems, physical & mental health recommendations, and other resources in all child development domains provided by the classroom, school, district, public library, city, state, federal and global organizations. These are resources and supports that our families living in poverty would not otherwise have access to.

These supports, in addition to the ongoing resources provided by the Denver Public Schools Head Start team and teachers, would promote student and family health, safety, & well-being access to resources and educational materials, and would encourage school readiness as our students transition back into the classroom setting. Additionally, they would support our families and provide an opportunity to encourage consistent support for all our Head Start students.

Swivl is an innovative tool that simplifies a connection between support staff and the classroom, while not being physically in the same space. With a district focus on limiting the number of individuals in the classroom and decreasing teaching staff and children's exposure to potential cases of Covid-19 infection, this tool enables self-reflection, peer feedback, coaching, CLASS, disabilities, mental health observations, family liaison collaboration and other creative options that our current experience challenges. Swivl provides hardware, software, systems and support to help maintain a connection between the classroom and support staff in order to be in compliance with school, district, city, state and Head Start requirements. Swivl also requires a dedicated classroom tablet. These tablets and updated laptops will support a classroom connection.



Budget Narrative

The increased allocation would allow us to fulfill four requested items below in the total amount of: **\$96,662** (\$54,874 original + \$41,788 increase).

Budget Amounts

ITEM	COST PER UNIT	UNITS NEEDED	TOTAL COST	Miscellaneous	Balance from Total Funds Allocated to DPS Head Start: \$96,662
Bedtime in a Box for each family	\$105 (including shipping)	312	\$32,760	Existing vendor with DPS	\$63,902
Tablet & Case for each 3-yr-old student & her/his family Ex: Lenovo C330 2-in-1 Convertible Laptop; 11.6 inch HD Chrome Book C330	\$434 (including case & shipping)	51 (2019-2020 school year, 3-yr-old children)	\$22,134	Per IT purchasing process	\$41,768
Swivl for classrooms Self-reflection, peer feedback, coaching, CLASS, Disabilities and Mental Health Observation, and family liaison connection tool; plus ZOOM accounts & tablets for SWIVL.	\$1,820 (Per set including licensing, and potential shipping charges)	11 (Existing 10 schools and 1 for Education Coordinator)	\$20,020	Will process as vendor with DPS	\$21,748
Laptops for staff & classrooms Update laptops, docking stations, & monitors for management and liaisons	\$1,952 Est. per set	9 (\$9,000)	\$17,568	Per IT purchasing process	\$4,180
PPE For 2 nurses and their assistant to complete screenings including antimicrobial scrubs, disposable gowns, masks, face shields, disinfecting wipes, sprays, hand sanitizer, trash bags, etc.	Varies	Varies	\$4,180	Existing vendor with DPS	\$0



Denver Public Schools

Head Start

Budget Narrative Application for

Supplemental Award

2020-2021





Budget Narrative for Supplemental Funds – COLA & Quality Improvement 2020-2021:

A. Personnel is comprised of the following:

- Child Health and Development Services Personnel:
 - 1 Education Coordinator at the Negotiated Contract cost of a COLA increase of \$162 (0.5 FTE) and non-federal share at \$41;
 - 21 Teachers at the Negotiated Contract cost of a COLA increase of \$20,423 (10.5 FTEs) and non-federal share at \$5,110;
 - 21 Paraprofessionals at the Negotiated Contract cost of a COLA increase of \$6,898 (10.5 FTEs) and non-federal share at \$1,572;
 - 2 Health Specialists at the Negotiated Contract cost of a COLA increase of \$1,281 (1.0 FTEs) and non-federal share at \$321; and
 - 1 Disabilities and Mental Health Coordinator at the Negotiated Contract cost of a COLA increase of \$154 (.50 FTE) and non-federal share at \$39.
- Family and Community Partnerships Personnel:
 - 1 FLS Manager at the Negotiated Contract cost of a COLA increase of \$178 (.50 FTE) and non-federal share at \$45; and
 - 7 Family Liaison Specialists at the Negotiated Contract cost of a COLA increase of \$1,028 (3.5 FTEs) and non-federal share at \$258.
 - In an effort to support family service caseloads with enhanced Trauma Informed Care coordination, resources and best practice, hiring 1 Family Service Representative (assistant) at the Negotiated Contract cost of



\$13,734 (0.5 FTE) with Quality Improvement fund, and COLA increase of **\$256**, totaling \$13,990 and non-federal share at **\$3,498**;

- Program Design and Management Personnel:
 - 1 Head Start Administrative Position at a cost of a COLA increase of **\$230** (0.50 FTE) and non-federal share at **\$58**;
 - 2 Office Support Staff at a cost of a COLA increase of **\$130** (.20 FTE) and non-federal share at **\$33**; and
 - 1 Senior Budget Analyst at a cost of a COLA increase of **\$75** (.25 FTE) and non-federal share at **\$19**.
- Other Personnel:
 - 2 Other Personnel (Data Support and Head Start Representative) at a cost of a COLA increase of **\$522** (.80 FTE) and non-federal share at **\$131**.

Personnel total is \$45,071 (COLA \$31,337 + QI \$13,734 = \$45,071) with NFS of \$11,268 totaling \$56,339.



Position	Increase percentage for 2020-21
Teacher	4.09%
Teacher	4.61%
Teacher	3.52%
Teacher	9.74%
Teacher	1.18%
Teacher	3.76%
Teacher	3.43%
Teacher	1.42%
Teacher	3.14%
Teacher	1.21%
Teacher	4.38%
Teacher	4.33%
Teacher	8.69%
Teacher	1.17%
Teacher	4.60%
Teacher	3.26%
Teacher	1.15%
Teacher	3.60%
Teacher	4.80%
Teacher	1.19%
Teacher	1.21%
Nurse	3.54%
Family Service Manager	0.49%
Family Service Representative	1.90%
Mental and Disability Coordinator	0.48%
Director	0.50%
Head Start Coordinator	1.91%
Head Start Representative	1.90%
Education Coordinator	0.50%
Family Liaison	0.50%
Family Liaison	0.50%
Family Liaison	0.50%
Family Liaison	0.50%
Family Liaison	0.50%
Family Liaison	0.50%
Family Liaison	1.90%
Sr. Budget Analyst	0.49%



Paraprofessional	3.49%
Paraprofessional	1.82%
Paraprofessional	3.72%
Paraprofessional	1.52%
Paraprofessional	1.82%
Paraprofessional	3.29%
Paraprofessional	3.83%
Paraprofessional	0.25%
Paraprofessional	3.24%
Paraprofessional	3.83%
Paraprofessional - TBD	
Paraprofessional	3.29%
Paraprofessional	1.82%
Paraprofessional	3.83%
Paraprofessional	3.83%
Paraprofessional	3.83%
Paraprofessional	3.24%
Paraprofessional	3.24%
Paraprofessional	3.83%
Paraprofessional	3.83%
Paraprofessional	3.83%
Average increase percentage	2.67%

B. Fringe Benefits are comprised of the following:

- Social Security, State Disability and Unemployment, Worker's Compensation, State Unemployment at the Negotiated Contract cost of \$2,185 + \$957 = \$3,142 and non-federal share at \$786;
- Health/Dental/Life Insurance at the Negotiated Contract cost of \$2,058 and non-federal share at \$514;
- Retirement at the Negotiated Contract cost of \$2,185 + \$957 = \$3,142 and non-federal share at \$786;
- Medicare fringe at the Negotiated Contract cost of \$2,185 + \$957 = \$3,142 and non-federal share at \$786;

Fringe Benefit total is \$11,484 (COLA \$6,555 + QI \$4,929 = \$11,484) with NFS of \$2,871 totaling \$14,355.

C. Supplies is comprised of the following:

- Program materials and supplies at \$4,615 from COLA and \$3,746 from QI fund for classrooms and non-federal share at \$2,090 including but not limited to developmentally appropriate toys, books, games, etc., all for student use in the classroom.

Supplies total is \$8,361 (COLA \$4,615 + QI \$3,746 = \$8,361) with NFS of \$2,090, totaling \$10,451.



D. Other is comprised of the following:

- Local travel (including but not limited to monthly bus passes, RTD ride ticket books and mileage) is projected at \$7,370.96 and non-federal share of \$1,842.74 for parents use (for example, homeless families to transport their children to and from school) as determined by the FLS Manager. See 45 CFR 1310.10(a);
- Training and Technical Assistance, including but not limited to tuition reimbursement, conferences and training (Conscious Discipline, curriculum, etc.) in the amount of \$15,464.27 with Quality Improvement funds and non-federal share at \$3,866.06.

Other total is QI \$22,835.23 with NFS of \$5,708.80, totaling \$28,544.03.

E. Indirect Costs (payable to Denver Public Schools) is comprised of the following:

- COLA \$3,847 and QI \$4,094.60 non-federal share of \$1,985.37.

Indirect Costs total is \$7,941.60 (COLA \$3,847 + QI \$4,094.60 = \$7,941.60) with NFS of \$1,985.40, totaling \$9,927.

F. Total In-Kind charges are comprised of funds from the following source:

- Colorado Preschool Program (CPP) and Tuition Supported Programs (TSP) including dollars from Denver Preschool Program funds totaling \$23,923 used for classroom supplies and personnel salaries and benefits to provide the full day Head Start Services.



G. Totals for all budgeted categories are as follows:

- Costs for program operations at \$95,692.83 (FY20 COLA \$46,354 + FY20 Quality Improvement fund of \$49,338.83 = \$95,692.83); and
- Non-Federal Share at \$23,923.21.

Total is \$95,692.83 with NFS of \$23,923.21, totaling \$119,616.04.

None of the funds appropriated in this title for Head Start shall be used to pay the compensation of an individual from Denver Great Kids – Denver Public Schools Head Start, either as a direct cost or any proration as an indirect cost, at a rate in excess of Executive Level II: \$187,000.