

38

REQ DATE
07/30/2019

INVOICE TO:

INDEPENDENT SCHOOL DISTRICT 719
 C/O ACCOUNTS PAYABLE
 4540 TOWER ST. SE
 PRIOR LAKE, MN 55372-0539
 PHONE: (952) 226-0000
 FAX NUMBER: (952) 226-0049

REQUISITION NUMBER
0000062172

VENDOR KEY : CCRTL 000
 SHIP DATE : 07/30/2019
 FISCAL YEAR : 2019-2020
 ENTERED BY : HEISEJOA000
 ORIGINAL REQ # : 0000062172

PRINTED 07/30/2019

VENDOR:
 CCRTL
 4712 ADMIRALTY WAY UNIT #1141
 MARINA DEL REY, CA 90292

SHIP TO:
 DISTRICT SERVICES CENTER
 4540 SE TOWER ST
 PRIOR LAKE, MN 55372

PHONE: (323) 292-2000 FAX: (323) 292-2323

ATTN: JOAN HEISE/JEFF HOLMBERG

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
1	EACH	2019-2020 MOU	70500.00000	70,500.00
ACCOUNT SUMMARY (FOR INTERNAL USE)				
		ACCOUNT NUMBER	ACCOUNT AMOUNT	
		01 E 005 640 369 316 305	70,500.00	
			PAGE TOTAL	70,500.00
			TOTAL	70,500.00

This is a Requisition and not an official Purchase Order.
 The District is not financially responsible for the
 unauthorized purchases made with a Requisition.



4712 Admiralty Way #1141, Marina Del Rey 90292

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www.culturallyresponsive.org

MEMORANDUM OF UNDERSTANDING

The memorandum of understanding is made on July 16 2019 for Prior Lake Savage Area Schools hereafter name "Client"), and the Center for Culturally Responsive Teaching and Learning (hereafter named "The Center").

DECLARATION OF SERVICES:

The purpose of the memorandum is to outline a proposed agreement between the Client and The Center.

SERVICE:

The Center has agreed to provide the following trainings in the area of culturally and linguistically responsive teaching and learning for the client:

Jumpstart Workshop

You have attended the CLR foundational training and you are ready to VABB! You see the value of moving beyond traditional modes of teaching to be more culturally and linguistically responsive to your students. You want to jump in the CLR pool and perfect your strokes. Your mindset is there, but you are looking for additional support with your skillset. For many teachers, the link between the CLR strategies (skillset) and the purpose (mindset) is foggy at first. The Jump Start Workshop is designed to help teachers with their use of the strategies through modeling and immersion. Teachers will learn how to use CLR strategies by doing them. The workshop also helps teachers begin to understand the WHY of the CLR strategies and how they can be used to validate and affirm cultural behaviors. Get ready to JUMP START!

Date: TBD

Rate: \$2,500/half day

Quantity: 3

Total: \$7,500.00

CLR Teacher Leaders' (CLRTL) Training

CLR is grassroots and a bottom to top leadership model by nature. Teachers are the best leaders of CLR because they can model the instructional approach and, as models, peer coach their colleagues into becoming CLR. The CLR Teacher Leaders' Training gives teacher leaders the mindset and skillset necessary to lead others in CLR, starting at the classroom level. Totaling 4 days - can be scheduled consecutively or spread out - CLRTLs will deepen their CLR instructional practices by delving more into academic literacy and academic vocabulary and by learning how to do CLR PD and CLR coaching. **Dates:** Fall and Spring TBD

Rate: \$2,500/half day

Quantity: 2

Total: \$5,000.00

Building Leadership CLR Coaching Conversations (small group)

Date: TBD

Rate: \$2,500 per conversation

Quantity: 1

Total: \$2,500.00



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MEMORANDUM OF UNDERSTANDING

SERVICES CONTINUED:

The Center has agreed to provide the following trainings in the area of culturally and linguistically responsive teaching and learning for the client:

Culturally Responsive Academic Vocabulary Workshop

This workshop shows classroom teachers how to build academic vocabulary while validating and affirming the cultural vocabularies that the students bring to school. There is a focus on strategies in the areas of synonym development, context clues and demonstrating the purpose and use of slang as it applies to youth culture. The workshop introduces the CLR academic tools: personal thesaurus and personal dictionary.

Date: August 22, 2019 (secondary) and TBD (elementary)

Rate: \$2,750/half day

Quantity: 2

Total: \$5,500.00

Board Dinner

Date: TBD

Rate: \$1,000 or no cost if it is planned on an evening before or day that Dr. Hollie is in MN

Total: \$1,000.00

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MEMORANDUM OF UNDERSTANDING

SERVICES CONTINUED:

The Center has agreed to provide the following trainings in the area of culturally and linguistically responsive teaching and learning for the client:

CLR Teacher Leaders' (CLRTL) INSTRUCTIONAL CYCLE (COACHING)

Coach I – Observation/Coaching with technical feedback (establishes baseline after management/engagement workshop and collaborative)

- Each cadre member will be visited for a 15-minute observation. The observer will be looking at student engagement, classroom management, and any preliminary use of the CLR strategies.

Coach II Round 1- Post-Lesson Planning Collaborative classroom observation, followed by coaching with technical feedback. To occur after model demonstration day in vocabulary, literacy, and language workshop.

- Minimal substitute coverage needed (1-2 subs at maximum)
- All cadre members are observed by a CLR coach for 30-minutes on a specific lesson
- Coach debriefs with each cadre member individually or in small groups for 15-20 minutes after each observation (may need brief coverage depending on schedule)

Coach II Round 2- Post-Lesson Planning Collaborative classroom observation, followed by coaching with technical feedback. To occur after model demonstration day in vocabulary, literacy, and language workshop.

- Minimal substitute coverage needed (1-2 subs at maximum)
- All cadre members are observed by a CLR coach for 30-minutes on a specific lesson
- Coach debriefs with each cadre member individually or in small groups for 15-20 minutes after each observation (may need brief coverage depending on schedule)

Dates: TBD

Rate: \$7,000 per cycle for cadre of 10

Quantity: 2

Total: \$14,000.00

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MEMORANDUM OF UNDERSTANDING

SERVICES CONTINUED:

The Center has agreed to provide the following trainings in the area of culturally and linguistically responsive teaching and learning for the client:

INSTRUCTIONAL CYCLE (COACHING)

Cohort 3

Coach I – Observation/Coaching with technical feedback (establishes baseline after management/engagement workshop and collaborative)

- Each cadre member will be visited for a 15-minute observation. The observer will be looking at student engagement, classroom management, and any preliminary use of the CLR strategies.

Coach II Round 1- Post-Lesson Planning Collaborative classroom observation, followed by coaching with technical feedback. To occur after model demonstration day in vocabulary, literacy, and language workshop.

- Minimal substitute coverage needed (1-2 subs at maximum)
- All cadre members are observed by a CLR coach for 30-minutes on a specific lesson
- Coach debriefs with each cadre member individually or in small groups for 15-20 minutes after each observation (may need brief coverage depending on schedule)

Coach II Round

2- Post-Lesson Planning Collaborative classroom observation, followed by coaching with technical feedback. To occur after model demonstration day in vocabulary, literacy, and language workshop.

- Minimal substitute coverage needed (1-2 subs at maximum)
- All cadre members are observed by a CLR coach for 30-minutes on a specific lesson
- Coach debriefs with each cadre member individually or in small groups for 15-20 minutes after each observation (may need brief coverage depending on schedule)

Dates: Throughout 2019/2020 academic year

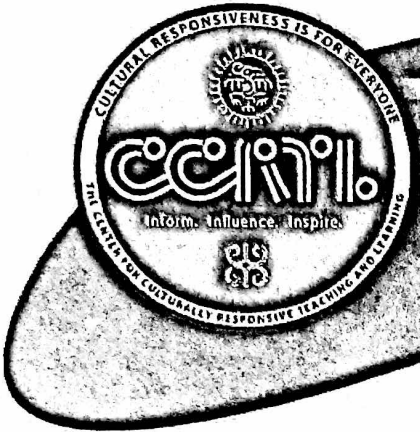
Rate: \$7,000 per cycle for cadre of 10

Quantity: 5

Total: ~~\$63,000.00~~

\$35,000





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MEMORANDUM OF UNDERSTANDING

PAYMENT TERMS:

The CLIENT agrees to compensate the CENTER for the Services and Deliverables provided hereunder in accordance with the Invoice schedule herein below. The CLIENT agrees if applicable, each invoice shall include a Company generated purchase order number. The total amount to be invoiced under this Memorandum of Understanding shall not exceed \$98,500.

SERVICE/DELIVERABLE	PRICE	QUANTITY	TOTAL
Jumpstart Workshop	\$2,500	3	\$7,500
CLRTL Training	\$2,500	2	\$5,000
CLR Building Leaders Coaching Conversations	\$2,500	1	\$2,500
Culturally Responsive Academic Vocabulary Workshop	\$2,750	2	\$5,500
Board Dinner	\$1,000	1	\$1,000
CLRTL Coaching Cohorts	\$7,000	2	\$14,000
CLR Coach Cohorts	\$7,000	5	\$63,000 \$35,000
Grand Total:			\$98,500.00

\$70,500.00

INVOICE	AMOUNT DUE	INVOICE DATE
1	\$19,700	08/15/2019
2	\$19,700	10/15/2019
3	\$19,700	12/13/2019
4	\$19,700	2/14/2020
5	\$19,700	04/15/2020

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MEMORANDUM OF UNDERSTANDING

TOTAL COST: \$98,500.00

PAYMENT PLAN: All invoices are Net 15 .

OTHER TERMS:

1. This MOU must be returned to our office signed and returned no later than six weeks prior to the scheduled date of the PD or the PD may be postponed to another date.
2. A purchase order, if applicable, in the full or the installment amount must be received in our office at least two weeks prior to the scheduled date of training. If not received within two weeks, the date may be postponed.
3. All fees are inclusive of travel, food and other related expenses unless otherwise noted.
4. Payment is due when services are rendered, unless other arrangements are made. All invoices are a net 15-day, unless otherwise stipulated and agreed upon by both parties.
5. Installment plans are developed if the costs is more than \$10,000, as applicable
6. This agreement is not in lieu of an actual contract generated by your organization. If your organization has a separate contract please forward it to THE CENTER.
7. THE CENTER will be responsible for handouts if the participant total is less than 50 people. Your organization will be responsible for handouts if the participant total is over 50 people. THE CENTER needs notification of the number of participants at least 10 days prior to the scheduled event.
8. THE CENTER will send original handouts via hard copy mail or electronic mail if available, within 7 days of the date of the session. A confirmation of receipt of handouts is requested.
9. Any video or audio taping of THE CENTER presentations/products are not allowed without explicit permission from THE CENTER.

AGREED AND ACCEPTED BY:

The Center
Name: Sharroky Hollie
Title: Executive Director
Signature: _____

Client
Name: [Signature] Job
Title: Assistant Superintendent
Signature: _____