



For TCOE Office Use	
Vendor #	_____
Req. #	_____
PO #	_____
Contract #	_____

TCOE CONTRACT #:
1804102

AGENCY AGREEMENT

THIS AGREEMENT, is entered into between the **Tulare County Superintendent of Schools**, referred to as SUPERINTENDENT and **Coalinga Huron Unified**, referred to as DISTRICT.

ACCORDINGLY, IT IS AGREED:

1. **TERM:** This Agreement shall become effective as of July 1, 2107 and shall expire on June 30, 2018.
2. **SERVICES:** DISTRICT shall provide services as set forth: (See attach Exhibit for details. The Exhibit is made part of this Agreement by reference.)
 - Please see attached Exhibit A (Nathan West)
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3. **COST OF SERVICES:** SUPERINTENDENT shall pay DISTRICT the actual cost of such services to the extent they are allowable not to exceed the sum of \$1500.00.
4. **METHOD OF PAYMENT:**
 - a. DISTRICT must submit itemized invoices to SUPERINTENDENT for the cost of the services.
 - b. DISTRICT is responsible for maintaining verifiable records for all expenditures.
5. **INDEMNIFICATION:** SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.
6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

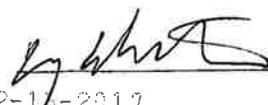
DISTRICT

Helen K. Foster
Coalinga-Huron Unified School District
657 Sunset St.
Coalinga CA 93210

SUPERINTENDENT

Jim Vidak, County Superintendent of Schools
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

By: _____

By:  _____

Date: _____

Date: 12-16-2017 _____

TCOE Program Information

Contact Person and Phone No.: Donna Glassman-Sommer – 559-730-2549
Division: New Teacher Development
Budget Number: 010-90228-0-000000-210000-58000-000-00-0000

Please return an original copy to:

Tulare County Office of Education
Jim Vidak, Superintendent of Schools
ATTN: Donna Glassman-Sommer
P.O. Box 5091
Visalia, CA 93278-5091

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

DISTRICT
Lori Villanueva
Coalinga-Huron Unified School District
657 Sunset St.
Coalinga CA 93210

SUPERINTENDENT
Jim Vidak, County Superintendent of Schools
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

By: _____

By: _____

Date: _____

Date: _____

TCOE Program Information

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Please return an original copy to:

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Jim Vidak, Superintendent of Schools
ATTN: Donna Glassman-Sommer
P.O. Box 5091
Visalia, CA 93278-5091

EXHIBIT A

SCOPE OF SERVICES

1. RESPONSIBILITIES OF CONTRACTOR:

(Please provide a detailed description of services and deliverables to be provided by contractor.)

District Employees Nathan West will provide practicum supervision and on-site mentoring for Year One Interns Shavon Brown to include observations, grading, contact logs and support for school year 2017-2018.

Year One Intern -- A minimum of 18 visits per year – 9 formal and 9 informal.

Attend all scheduled practicum supervisor and on-site mentor meetings.

Each intern for \$1000.00.

An additional \$500 per intern for sub costs.

District Office will provide a general ledger showing actual expenditures for said district employee Nathan West.

District will invoice TCOE.

2. RESPONSIBILITIES OF SUPERINTENDENT PROVIDED BY COUNTY OFFICE OF EDUCATION:

(Please provide a list of things Tulare County Office of Education will furnish, i.e., a room for a presentation, AV equipment, etc.)

All materials to complete observations and grading for interns Shavon Brown.

FEE SCHEDULE

The Contract Total for Services to be provided shall not exceed \$ 1500.00, including contractor travel or other expenses.

Payment will be by the job or day unless specified otherwise in a fee schedule attached to this document.

Prior to payment, contractor shall submit an invoice (containing name, address, tax identification number, and amount of payment) which must be signed by the manager requesting the services to certify that services have been performed in accordance with this agreement. Unless other payment terms are specified on the fee schedule, payment terms are net 30 days from the date of receipt of correct and proper invoices.