

**GILROY UNIFIED SCHOOL DISTRICT
AGREEMENT FOR EDUCATIONAL SERVICES**

The following is an Agreement by and between GILROY UNIFIED SCHOOL DISTRICT ("District") and CircleUp Education ("Consultant").

RECITALS

- A. The District requires certain services described below; and
- B. The Consultant represents that it is qualified and available to provide such services.

AGREEMENT

NOW THEREFORE, pursuant to the following terms and conditions the District and Consultant hereby agree as follows:

A. TERM. The term of this Agreement (the "Term") shall commence on August 14, 2019 and end on June 30, 2020 unless the work is completed or the Agreement is terminated sooner.

B. SERVICES. Consultant has submitted a Proposal dated May 21, 2019 (the "Proposal"), which is accepted by District and incorporated herein by this reference to the extent not inconsistent with the terms and conditions of this Agreement. As needed and requested by the District, Consultant shall perform in a competent and professional manner, the services described in **Exhibit A**, attached hereto and incorporated herein by reference (collectively, the "Services") and will provide the Services in accordance with this Agreement and Exhibit A.

C. COMPENSATION. In exchange for the performance of the Services, District will pay Consultant not to exceed \$113,240. except for any Services provided pursuant to a Change Order. Payment will be made for services completed, at the rates specified on **Exhibit A**, upon receipt of an itemized billing by consultant. All invoices for services must be submitted to District within thirty (30) calendar days after services are performed. Payment of invoices shall be made within sixty (60) days after Consultant submits invoices and any other reasonably requested documentation. For purposes of this Agreement, "payment" shall mean the act of depositing checks in the United States Postal Service mail for delivery to the Consultant.

D. DISTRICT OWNERSHIP. All District data and information provided by the District for and/or used by Consultant shall be the property of and returned to the District at the completion of the Services. As between Consultant and the District, all rights, title, and interest in and to all intellectual property rights in Consultant IPR is owned exclusively by Consultant notwithstanding any other provision in this Agreement. Except as expressly provided in this Agreement, Consultant reserves all rights in Consultant IPR and does not grant District any rights, express or implied or by estoppel. Upon payment for the Services, Consultant shall grant the District a non-exclusive, personal, irrevocable, perpetual, non-transferable, non-sublicensable, license to use any materials provided in connection with the Services, that contain Contractor IPR solely to the extent necessary for the District to use for its internal business purposes and in accordance with any trainings and documentation provided by Consultant. "**Consultant IPR**" means: (a) documentation, templates, manuals, materials, ideas, processes, methodologies, formulas, techniques, works of authorship, trade secrets, copyrights, tradenames, masks works, patents, design rights, trade dress, know-how (whether patentable or not), owned, created, or discovered prior to or separately from the work performed under this Agreement by Consultant ; (b) updates, improvements, configurations, extensions, and

Agreement by Consultant ; (b) updates, improvements, configurations, extensions, and derivative works of the foregoing and related technical or end user documentation or manuals; and (c) intellectual property anywhere in the world relating to the foregoing.

Consultant is in the business of providing consulting services drawing upon the knowledge, understanding and expertise Consultant has gained in the course of working with many other customers. Nothing in this Agreement shall assign rights in or limit Consultant's use of any know-how or knowledge pertaining to the Consultant intellectual property rights or technology. Consultant shall have a fully-paid, royalty-free, worldwide, non-exclusive, transferable, sub-licensable, irrevocable, perpetual right to use any suggestions, enhancements, recommendations or other feedback provided by the District and its users relating to the Consultant's product or services.

E. INDEPENDENT CONTRACTOR STATUS. It is understood that Consultant is an independent contractor, is responsible for accomplishing the results required herein, and District shall not be liable to Consultant for any payments, benefits, loss, costs, expenses, or injury or damages to Consultant's person or property, except District's liability to Consultant for his compensation for services performed herein. Consultant shall not be entitled to receive any benefits normally provided to District's employees, including health insurance benefits, paid vacation, or any other employee benefits. District shall not be responsible for withholding income or other taxes from payments made to Consultant. Consultant shall be solely responsible for filing all returns and paying any income, social security or other tax levied upon or determined with respect to the payments made to Consultant pursuant to this Agreement. A 1099 tax form will be provided to Consultant for services rendered at the end of each calendar year.

Consultant states and affirms that it is acting as a free agent and independent consultant, maintains a place of business at the address indicated in the signature page, and that this Agreement is not exclusive. Consultant may enter any other contracts as Consultant sees fit providing that such contract does not interfere with any services that Consultant is currently providing the District or that might be deemed to be a conflict of interest with the best interests of the District.

F. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable federal, state and local laws and ordinances governing the operation of this Agreement. Without limiting the generality of the foregoing, Consultant shall comply with any applicable fingerprinting and TB clearance requirements of the California Education Code and shall provide certifications satisfactory to the District, in substantially the form attached hereto as **Exhibit B**.

G. CONFIDENTIALITY. The confidentiality provisions of this Agreement will survive and remain in full force and effect beyond the termination or expiration of this Agreement. Consultant agrees to hold confidential information obtained from the District, including any student or personnel information, whether obtained through observations, documentation or otherwise, in strict confidence and shall not without prior permission of the District disclose to anyone any such confidential information. Consultant shall not at any time or in any manner, either directly or indirectly, use any confidential District information for Consultant's own benefit. Consultant will protect such information and treat it as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement.

If Consultant discloses (or threatens to disclose) information in violation of this Agreement, the District shall be entitled to an injunction to restrain Consultant from disclosing, in whole or in part, such information, or from providing any services to any party to whom such information has been disclosed or may be disclosed. The District shall not be prohibited by this provision from pursuing other remedies, including a claim for loss and damages.

H. INDEMNIFICATION; INSURANCE. Each party ("Indemnifying Party") agrees to indemnify and hold the other ("Indemnified Party") and its board members or directors, as applicable, and its officers, employees and agents, harmless with respect to any and all third party claims, losses, damages, liabilities, judgments, expenses and costs, including reasonable attorney's fees, arising out of this Agreement or the Services and incurred by the Indemnified Party to the extent proximately caused by any action or omission of the Indemnifying Party. The parties agree to promptly notify each other upon receipt of any claim or legal action arising out of activities conducted pursuant to this Agreement. The rights and responsibilities established in this paragraph shall survive indefinitely the expiration or termination of this Agreement.

Prior to performance of any Services, Consultant shall provide evidence that it has obtained, and will maintain during the Term of the Agreement, the types and amounts of insurance required by District, as specified in **Exhibit A**.

I. TERMINATION. This Agreement may be terminated upon thirty days prior written notice sent to the addresses of the other parties specified on the signature page of this Agreement.

J. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties hereto with respect to its subject matter and supersedes any and all prior agreements, discussions, or understandings, whether written, oral or implied, with respect to the subject matter of this Agreement. This Agreement may not be modified or amended without the prior written consent of each party.

K. ASSIGNMENT OR SUBLETTING. This Agreement shall not be assigned or sublet to any other person or persons except with district's written consent.

L. ATTORNEYS FEES. In the event of any claim, dispute, or legal proceeding arising out of or relating to this Agreement, the party prevailing in such dispute shall be entitled to recover, and the other party shall pay, all reasonable fees and expenses incurred in connection therewith.

M. NOTICE. Unless otherwise specified in this Agreement or agreed to in writing by the Parties, notices and any other information required or contemplated under this Agreement may be given by first-class U.S. mail, express delivery service, or facsimile transmission at the addresses indicated on the signature page.

N. GOVERNING LAW; VENUE. This Contract shall be construed and interpreted pursuant to the laws of the State of California, without regard to any conflict of laws principles. Jurisdiction and venue shall be in the superior courts of Santa Clara County, wherein this Contract shall be deemed to have been executed and Services, Work and products furnished. Any attempt to remove venue to another jurisdiction, unless mutually agreed in writing, shall constitute a material breach of this Contract.

O. WAIVER. Waiver of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by either party of any breach or default shall not constitute a waiver of any other provision or of any subsequent breach

or violation of any provision of this Agreement. Acceptance by District of any Services shall not constitute a waiver of any of the provisions of this Agreement or of any indemnification or insurance obligation of Consultant.

O. AUTHORITY TO EXECUTE. The person executing this Agreement on behalf of Consultant represents and warrants that he/she/they has/have the authority to so execute this Agreement and to bind Consultant to the performance of its obligations hereunder. Furthermore, Consultant represents that it is legally authorized to provide the Services within the State of California.

IN WITNESS WHEREOF, the parties hereto have subscribed their names to this Agreement on the dates set forth below.

GILROY UNIFIED SCHOOL DISTRICT

CircleUp Education

By: Deborah A. Flores

By: Tyrone Botelho

Name: Dr. Deborah Flores

Name: Tyrone Botelho, Co-Founder

Title: Superintendent

Title: Co-Founder

Date: 6/3/19

Date: 5/31/2018

Address for Notice:

7810 Arroyo Circle
Gilroy, California 95020

22080 Cameron Street
Castro Valley, CA 94546

Attn:

Attn: Tyrone Botelho

Phone: 669-205-4000

Phone: 510-214-2951

Email: _____

Email: solutions@circleuped.org

Information Concerning Consultant:

State of incorporation or formation: California

License #: C4147969

Type of Business Entity:

TIN: C4147969

- ☒ Corporation
☐ Individual
☐ Partnership
☐ Limited Liability Company
☐ Sole Proprietorship
☐ Limited Partnership
☐ Other: _____

Employer Identification Number and/or Social Security Number
NOTE: The Code of Federal Regulations, Sections 6041 and 6209, require non-corporate recipients of \$600.00 or more to furnish their taxpayer identification number ("EID" or "TIN"). The regulations also provide that a penalty may be imposed for failure to furnish the EID or TIN. To comply with these regulations, the District requires your EID, TIN or SSN, whichever is applicable.

FOR DISTRICT OFFICE USE

Funding Code: _____

Funding Program: _____

Form approved by District Legal Counsel 7/26/13

EXHIBIT A
TO AGREEMENT FOR EDUCATIONAL SERVICES WITH
CircleUp Education, dated May 21, 2019

SERVICES

I. Consultant will perform the following Services under the Captioned Agreement:

SEE ATTACHED PROPOSAL DATED May 21st, 2019

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the District:

SEE ATTACHED PROPOSAL DATED

III. During performance of the Services, Consultant will keep the District appraised of the status of performance by delivering the following status reports under the indicated schedule:

☐ None. ☐ See below. ☒ See attached list.

STATUS REPORT FOR ACTIVITY:	DUE DATE
A.	
B.	
C.	

IV. The following rates of pay shall apply in the performance of the Services under this Agreement:

SEE ATTACHED PROPOSAL DATED

V. Consultant will utilize the following personnel to accomplish the Services:

☐ None. ☐ See attached list. – “Description of Services”

VI. Consultant will utilize the following subcontractors to accomplish the Services (check one):

☐ None. ☐ See attached list.

VII. **INSURANCE REQUIREMENTS.**

A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, Consultant will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits (combined single)</u>
Commercial general liability	\$1,000,000
Professional liability	\$1,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement

B. Commercial general liability insurance will meet or exceed the requirements of ISO-CGL Form No. CG 12 10 11 97. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name District, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by District will be excess thereto. Such insurance will be on an "occurrence" basis, except professional liability will be on a "claims made" basis, and will not be cancelable or subject to reduction except upon a thirty day prior written notice to District.

C. Automobile coverage will be written on ISO Business Auto Coverage Form CA 00 01 10 01, including symbol 1 (Any Auto).

D. Consultant will furnish to District duly authenticated Certificates of Insurance and Endorsements evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance as may be reasonably required by District from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Originals of the duly authenticated Certificates of Insurance and Endorsements will be included with this Agreement as **Exhibit C**.

VIII. AMENDMENT TO SERVICES. The Scope of Services, including services, work product, and personnel, are subject to change by mutual Agreement. In the absence of mutual Agreement regarding the need to change any aspects of performance, Consultant shall comply with the Scope of Services as indicated above.

IX. ADDITIONAL TERMS AND CONDITIONS. The following terms and conditions have been negotiated by the Parties and, to the extent of any conflict between the following provisions and the terms of the Agreement to which this **Exhibit A** is attached, the following provisions control.

☐ None.

☐ See below.

EXHIBIT B
TO AGREEMENT FOR EDUCATIONAL SERVICES WITH
CircleUp Education, dated May 21, 2019

CERTIFICATIONS

X None.

☐ See Attached, the following (check all applicable):

☐ Fingerprinting/Criminal Background Certification.

☐ Tuberculosis Clearance.

☐ Other; _____.

FINGERPRINTING/CRIMINAL BACKGROUND CERTIFICATION

(NOTE: This Certification is required in connection with all agreement for services and public work contracts that might allow persons other than District staff to come into contact with District students)

The undersigned does hereby certify to the governing board of the District that I am a duly authorized representative of the Consultant under the Agreement for Services ("Agreement") to which this Certification is attached. I further certify as follows:

I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Consultant. Consultant has taken at least one of the following actions with respect to the construction Project that is the subject of the Contract (check all that apply):

☒ The Consultant has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Consultant's employees and all of its sub-consultants' employees who may have contact with District pupils in the course of providing services pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of Consultant's employees and of all of its sub-consultants' employees who may come in contact with District pupils during the course and scope of the Contract is attached hereto; and/or

☐ Pursuant to Education Code section 45125.2, Consultant has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Consultant's employees and District pupils at all times; and/or

☐ Pursuant to Education Code section 45125.2, Consultant certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Consultant who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Consultant's employees and its sub-consultants' employees is

Name: Tyrone Botelho

Title: Co-founder

☐ The Work on the Contract is at an unoccupied school site and no employee and/or sub-consultant or supplier of Contract shall come in contact with the District pupils.

Consultant's responsibility for background clearance extends to all of its employees, sub-consultants, and employees of sub-consultants coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Consultant.

Date: May 21st, 2019

Legal Name of Consultant: CircleUp Education - Tyrone Botelho

Signature: 

By (Name of signatory):

Tyrone Botelho

Its (Title):

Co-founder

TUBERCULOSIS CLEARANCE

(NOTE: This Certification is required in connection with all agreement for services and public work contracts that might allow persons other than District staff to come into contact with District students)

The undersigned does hereby certify to the Board of the District as follows:

1. I am a representative of the Consultant currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Consultant. Consultant's responsibility for tuberculosis clearance extends to all of its employees, sub-consultants, and employees of sub-consultants coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Consultant.
2. The following item applies to the Services that are the subject of the Agreement:
 - ☒ The Consultant ensures that each person providing any portion of the Services has submitted to an examination by a physician or surgeon, within 60 days of Board approval of the contract, or if previous contractor to the District, within the last four years, and each such person is free of active tuberculosis.
 - If there is however a positive result, chest x-ray verification is required.
 - Upon the District's request, a complete and accurate list of Consultant's employees and of all of its sub-consultant's employees, who may come in contact with District pupils in connection with the Agreement, will be furnished and the date of each person's examination will be included.
 - ☐ The Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District pupils.

By signing below on behalf of Consultant, I certify that I am an authorized signatory and that the information provided herein is true and accurate. I further certify that during the Term of this Agreement, if I learn of additional information which differs from the responses provided above, or if I engage an additional employee/agent/volunteer/subcontractor or representative to provide Work or Services under the Agreement, I shall forward this additional information to the District immediately.


Date:	<u>May 21st, 2019</u>
Legal Name of Consultant:	<u>CircleUp Education - Tyrone Botelho</u>
Signature:	<u></u>
By (Name of signatory):	<u>Tyrone Botelho</u>
Its (Title):	<u>Co-founder</u>



Exhibit A - Scope of Work

May 21st, 2019

Prepared For:

Kathleen Biermann

Director, Educational Services, Elementary

(669) 205-4025

kathleen.biermann@gilroyunified.org

Prepared By:

Tyrone Botelho

Co-founder | CircleUp Education

510-470-0823

tyrone@circleuped.org

A Handful Of Our Satisfied Clients



Jefferson Elementary
School District



Jefferson Union High
School District



Fremont Unified
School District



Gilroy Unified
School District



Hayward Unified
School District



Milpitas Unified School
District



Pacifica School
District



Language Academy of
Sacramento



Oakland Unified
School District



San Jose Unified
School District



Fremont Unified
School District



Tamalpais Union High
School District



Bayshore School
District



Aspire Public Schools



Making Waves
Academy



West Valley-Mission
Community College
District



University of
California, Davis



University of
California, Berkeley



University of California
San Francisco



University of California
San Francisco

[Learn more about CircleUp Education and our trainers HERE](#)

GUSD School Climate Support

CircleUp Education's team will build on the services delivered during the **2018/2019 school year** to deliver a wide variety of targeted solutions that reflect each school's needs. Based on initial assessments, CircleUp Education's team will identify conflict prevention, conflict resolution, diversity and inclusion, and staff relationship building support services that are unique to each school's needs.

[Learn More About Services We Can Provide By Checking Out This Presentation!](https://docs.google.com/presentation/d/13YMo0E0u_llop34Nqi3T_m2_gL-t0-KXZ-pL60xah9c/edit?usp=sharing)

https://docs.google.com/presentation/d/13YMo0E0u_llop34Nqi3T_m2_gL-t0-KXZ-pL60xah9c/edit?usp=sharing

Proposed Services For 2019/2020

2019/2020 School Year

CircleUp Education will provide the following services for:

- *Christopher High School*
- *Ascencion Solorsano Middle School*
- *Brownell Middle School*
- *South Valley Middle School*
- *Rod Kelley Elementary*
- *Las Animas Elementary School*

1. Conduct Three School Climate Surveys data analysis reports

- We will conduct the first school climate survey at the end of September, the second at beginning of January, and the last one in May.
- We will conduct a ***Climate Comparison Report*** in October, February, and May. We use these reports to assess the impact that our targeted work has had on specific climate issues. This information allows us to regroup and improve our work based on this feedback.
 - We will meet with school leadership and administrators to assess the data and get feedback on how we can make improvements.

2. Provide Diversity, Inclusion, Conflict Prevention and Conflict Resolution support

- CircleUp Education will facilitate a **minimum of 3 staff trainings, leadership team trainings, or administrator workshops**. We will decide which services to provide to the school based on the **2018/2019 school climate data reports**. We will aim to start delivering training services in August/September of 2019 and will collaborate closely with administrators and school leadership teams to ensure we are meeting their needs.
- CircleUp Education may also provide social emotional learning support skills, conflict resolution practices, conflict mediation skills, preventative classroom management skills or inclusive classroom habits and behaviors skills for staff and students.
- The training dates will be decided with support from district and school administrators.
- **Click on the link below to view some of the training services that we offer.**

https://docs.google.com/presentation/d/13YMo0E0u_llop34Nqi3T_m2_gL-t0-KXZ-pL60xah9c/edit?usp=sharing

3. Provide coaching and consulting support for staff

- Many schools are currently implementing school climate initiatives and programs that may need some refinement and modifications to better address staff and student needs. Our team will support staff in identifying solutions to issues that may have arisen within these initiatives.
- There may be policies, systems or practices that are not adequately serving staff and students at the school sites. We will assess the breakdowns in these systems and work closely with administrators and school leadership to identify and put into place solutions.
- Each site will receive approximately **3-5 in-person or phone/video coaching sessions**. The number of sessions may vary as we may allocate funds for coaching toward additional training or move training funds over to do more coaching depending on each school's specific needs.

4. Staff Climate Support

- Staff play a critical role in creating and maintaining school climate. We will take a close look at staff self-care practices, relationships, conflict resolution strategies and overall cohesion and provide tools and practices that address these concerns and can simultaneously support both relationships with students and classroom climate.

Proposed Cost For 2019/2020 Services

The cost on the next page include **all of the services listed above for each school** are estimated based on the staff size and potential needs that each school will have.



Name	Price	Subtotal
Las Animas Elementary School		
Recommended Services	\$17,500.00	\$17,500.00
Needs Summary		
<u>Highlights From Initial Assessments</u>		
<ul style="list-style-type: none"> Las Animas Elementary School needs support in preventing and addressing incidents of discrimination related to gender identity, gender expression and race. Staff would greatly benefit from conversation and empathy tools to discuss and process these forms of discrimination. Staff would also benefit from support to address discriminatory bias that students are learning outside of the school community that impact these social identities. The staff also needs support implementing both simple and complex intentional relationships building strategies that are designed to prevent discrimination through cultural awareness and empathy building. 		
<u>Training & Consulting Focus Points From Climate Data</u>		
<ul style="list-style-type: none"> Students treating adults with respect. Helping staff become more aware of their bias. Students experiencing discrimination from other students. Staff discrimination of students based on their social identities. Student discipline being handled "fairly" by adults. Conflict resolution not addressing root causes of conflicts. Practices to help staff address conflict internally. Providing tools to address conflict with two or more people at my school. 		
Proposed Services		
Please refer to the KEY below to learn more about the proposed services.		
Proposed Assessment Services		
<ul style="list-style-type: none"> A1 School Climate Assessments A3 Teacher Leader Assessment & Collaboration Sessions 		
Coaching & Consulting Services		
<ul style="list-style-type: none"> C2 Teacher Leader Coaching & Consulting Support - Climate Teams C3 One-on-one staff classroom coaching support C5 Discrimination and Equity Coaching 		
Proposed Training Services		
<ul style="list-style-type: none"> T1 The Diversity Uncovered™ Training for Schools T2 The Conscious Conversations™ Training for Schools T4 Potential Training 4 - Real Talk About Identities Gender T5 Potential Training 5 -Conflict Prevention Using Preventative Classroom Practices 		

Rod Kelley Elementary School

Recommended Services

\$18,840.00

\$18,840.00

Needs Summary

Highlights From May Assessments

- Rod Kelley Elementary School needs support providing tools and resources to staff that help students prevent and process emotions and trauma that impact learning and student to student interactions at school.
- Rod Kelly staff also needs support in addressing discrimination between students in a way that builds empathy and understanding for cultural differences.
- The staff also needs support with the transition to a new principal next year as well as exploring ways to create a more connected and supportive workplace environment that leads to a more supportive staff climate.

Training & Consulting Focus Points From Climate Data

- Providing emotional support for staff and students.
- Addressing conscious and unconscious discrimination that staff experiences from other staff.
- Addressing discrimination that students experience from staff, especially related to cultural norms and traditions, mental and learning ability, and race.
- Addressing discrimination that students are experiencing from other students.

Proposed Services

Please refer to the KEY below to learn more about the proposed services.

Proposed Assessment Services

- A1 | School Climate Assessments

Coaching & Consulting Services

- C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline
- C3 | One-on-one staff classroom coaching support
- C5 | Discrimination and Equity Coaching

Proposed Training Services

- T1 | The Diversity Uncovered™ Training for Schools - Customized
- T5 | Conflict Prevention Using Preventative Classroom Practices
- T7 | Classroom Strategies To Prevent Discrimination in Schools

Ascencion Solorsano Middle School

Recommended Services

\$18,950.00

\$18,950.00

Needs Summary

Highlights From May 2019 Assessments

- Ascencion Solorsano Middle School staff need support with how to help teach students social emotional skills that will help address challenges related to disrespect and misunderstandings related to values and norms.
- Staff also need support with creating a safer school environment by creating alternatives for students to address conflict instead of using physical harm.
- Staff also need support with addressing and preventing conflict between staff and students and between students and their peers.

Training & Consulting Focus Points From Climate Data

- Helping to address student disrespect toward staff and other students in the classroom.
- Addressing discrimination that students experience from staff and other students especially related to race, socio-economic status, learning and mental abilities.
- Support with practices to help address the root cause of conflicts that with students so the behaviors do not repeat themselves.

Proposed Services

Please refer to the KEY below to learn more about the proposed services.

Proposed Assessment Services

- A1 | School Climate Assessments
- A2 | Student School Climate Focus Groups
- A5 | Deep Dive Into Discipline Assessment With Administrators

Coaching & Consulting Services

- C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline
- C3 | One-on-one staff classroom coaching support
- C5 | Discrimination and Equity Coaching

Proposed Training Services

- T2 | The Conscious Conversations™ Training for Schools
- T3 | Processing & Resolving Conflict Using Restorative Conversations
- T5 | Conflict Prevention Using Preventative Classroom Practices
- T6 | Designing & Guiding Incident Assessments & Mindful Meetings

Brownell Middle School

Recommended Services

\$18,950.00

\$18,950.00

Needs Summary

Highlights From Initial Assessments

- Brownell Middle School staff need support with addressing and preventing discrimination toward students that is occurring based on race, socio-economic status, cultural norms, and values that exist within the community.
- Brownell staff also need support with understanding gender, gender identity and gender expression of students and how to understand the complexities related to these identities.
- Brownell staff need support with addressing conflicts that are rooted in both intentional and unintentional discrimination that staff and students experience based on race, class, and gender at their school.

Training & Consulting Focus Points From Climate Data

- Strengthening trust and a supportive workplace environment among staff.
- Addressing and preventing disrespect that staff experience from students.
- Addressing and preventing discrimination that staff experience from other staff based on race, age, gender, and teaching style.
- Addressing and preventing discrimination that students experience related to race, mental ability, race, socio-economic status.
- Exploring conflict resolution practices that address root causes of conflict and are more likely to stop behaviors from occurring again.
- Exploring staff conflict resolution strategies and soft skills needed to support challenging staff conversations with one another.
- Exploring, addressing and preventing tension between staff.

Proposed Services

Please refer to the KEY below to learn more about the proposed services.

Proposed Assessment Services

- A1 | School Climate Assessments
- A3 | Teacher Leader Assessment & Collaboration Sessions
- A5 | Deep Dive Into Discipline Assessment With Administrators

Coaching & Consulting Services

- C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline
- C3 | One-on-one staff classroom coaching support
- C5 | Discrimination and Equity Coaching

Proposed Training Services

- T2 | The Conscious Conversations™ Training for Schools
- T3 | Processing & Resolving Conflict Using Restorative Conversations
- T5 | Conflict Prevention Using Preventative Classroom Practices
- T6 | Designing & Guiding Incident Assessments & Mindful Meetings

South Valley Middle School

Recommended Services

\$19,500.00

\$19,500.00

Needs Summary

Highlights From Initial Assessments

- South Valley Middle School needs support with transitioning in new staff next year in order to strengthen relationships and establish a supportive and collaborative workplace for the new staff.
- Staff need support in addressing discrimination that exist between staff and students and how to create more inclusive school and classroom environments.
- Staff need support with preventing and addressing discrimination between students against one another based on race, socio-economic status and gender.

Training & Consulting Focus Points From Climate Data

- Developing staff trust and a creating a supportive workplace environment.
- Creating alternatives to physical aggression for students to respond to conflicts.
- Exploring practices for staff that create more emotional support for one another and help staff process trauma.
- Addressing and preventing disrespect that students receive from staff and that staff receive from students.
- Addressing discrimination that staff experience from other staff based on race, mental ability, and values.
- Addressing discrimination that students receive from staff based on race, socio-economic status, gender, mental and learning abilities.

Proposed Services

Please refer to the KEY below to learn more about the proposed services.

Proposed Assessment Services

- A1 | School Climate Assessments
- A3 | Teacher Leader Assessment & Collaboration Sessions
- A5 | Deep Dive Into Discipline Assessment With Administrators

Coaching & Consulting Services

- C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline
- C2 | Teacher Leader Coaching & Consulting Support - Climate Teams
- C3 | One-on-one staff classroom coaching support
- C5 | Discrimination and Equity Coaching

Proposed Training Services

- T1 | The Diversity Uncovered™ Training for Schools - Customized
- T3 | Processing & Resolving Conflict Using Restorative Conversations
- T5 | Conflict Prevention Using Preventative Classroom Practices
- T6 | Designing & Guiding Incident Assessments & Mindful Meetings

Christopher High School

Recommended Services

\$19,500.00

\$19,500.00

Needs Summary

Highlights From Initial Assessments

- Christopher High School staff need support in understanding the difference between implicit and explicit discrimination and how it impacts students based on their socio-economic status, race, and culture.
- Christopher High School staff also needs support with using strategies and approaches to develop more inclusive and empathetic classroom environments between students from difference socio-economic, racial and cultural backgrounds.
- Staff need support with creating strong relationships and enhancing inclusion and trust between staff members.

Training & Consulting Focus Points From Climate Data

- Providing emotional support for staff.
- Exploring how to create more respectful student staff relationships.
- Addressing and preventing staff from experiencing discrimination from other staff based on age, teaching and instructional style, and cultural norms.
- Addressing and preventing discrimination that students receive from staff based on learning and mental ability, race, socio-economic status, and gender identity.
- Addressing root causes of conflict with students.
- Addressing tension between staff and developing skills to talk with one another about issues.

Proposed Services

Please refer to the KEY below to learn more about the proposed services.

Proposed Assessment Services

- A1 | School Climate Assessments
- A2 | Student School Climate Focus Groups
- A3 | Teacher Leader Assessment & Collaboration Sessions

Coaching & Consulting Services

- C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline
- C2 | Teacher Leader Coaching & Consulting Support - Climate Teams
- C3 | One-on-one staff classroom coaching support
- C5 | Discrimination and Equity Coaching

Proposed Training Services

- T1 | The Diversity Uncovered™ Training for Schools - Customized
- T2 | The Conscious Conversations™ Training for Schools
- T3 | Processing & Resolving Conflict Using Restorative Conversations
- T6 | Designing & Guiding Incident Assessments & Mindful Meetings
- T7 | Classroom Strategies To Prevent Discrimination in Schools

Subtotal

\$113,240.00

Total

\$113,240.00

A1-A5 Potential Assessment Support Key

Potential Assessment Services

A1 | School Climate Assessments

The school climate assessment happens 2-3 times a year and is designed to assess the progress that staff are making in regards to climate issues. This requires staff to fill out an online form that takes about 10-15 minutes to complete. Our team will build a climate report or comparison report and review the results with administrators and teacher leaders. We will then adjust our strategies and plans based on the feedback and results that were made.

A2 | Student School Climate Focus Groups

Student focus groups allow our team to meet with samples of students to assess school climate, relationship and learning challenges, and climate needs from their perspective. The focus groups use safe spaces where students can discuss their experiences without the fear of retaliation or their experiences being linked back to them. We will produce a report that highlights the findings and use this information to adjust our support services.

A3 | Teacher Leader Assessment & Collaboration Sessions

Our team will meet with teacher leader or grade level leaders to assess school climate from their perspective and to gain their support in better understanding the complexities of school culture. We will work with them to gain more in-depth information regarding issues or challenges that the staff and students are experiencing and brainstorm solutions that address the root causes of conflict and harm.

A4 | Parent Support & Needs Assessments

Our team will meet with parents to learn more about school climate from their perspectives and identify areas of support that they would like to see addressed at their school. We will produce a report that summarizes their needs and use this to adjust our support strategies with the school. Parent assessments, similar to student focus groups, take place in a safe and confidential space to ensure that parents feel comfortable with sharing their experiences.

A5 | Deep Dive Into Discipline Assessment With Administrators

Our team will meet with administrators to assess school climate, conflict resolution practices and systems that need refinement in order to meet the needs of the school community. These assessments look at discipline practices, values around discipline, conversations and inconsistencies with approaches and disproportionality of discipline based on race, gender, socio-economic status and other social identities.

C1-C6 Potential Coaching & Consulting Key

Potential Coaching & Consulting Services

C1 | Administrator Coaching and Consulting - Conflict Resolution and Discipline

Our team will provide one-on-one or group coaching with administrators regarding challenges related to conflict resolution and discipline practices and systems. We use our conflict resolution framework to provide guidance and support so we can create customized problem solutions in addition to coaching and development support.

C2 | Teacher Leader Coaching & Consulting Support - Climate Teams

Our team will work together with teacher leaders to provide coaching and support regarding specific climate issues between staff and between staff and students in order to identify possible solutions and brainstorm strategies for creative solutions that reflect areas of opportunity that arose from the school climate assessment.

C3 | One-on-one staff classroom coaching support

Our team will meet with teachers who need support and assess specific classroom issues that have arose in order to collaborate with teachers on building customized solutions. We will also be available to co-facilitate solutions in the classroom if necessary.

C4 | Identifying Infrastructure and Systems Issues Within Existing Structures.

Our team will meet with school leadership and classified staff to assess school infrastructure around discipline, conflict resolution and inclusion to explore ways to enhance, repair, or create new systems based on how they are currently serving the school community. We will work closely with staff to explore solutions that address the root causes of issues.

C5 | Discrimination and Equity Coaching

Our team will work directly with administrators or teachers to examine incidents of discrimination and inequities in order to provide customized solutions that include skill development, conflict resolution, preventative strategies, and learning solutions.

C6 | Having Coaching Conversations With Parents & Staff

Our team will meet with parents and staff to provide them with consulting, coaching, and problem solving that addresses issues related to school climate, conflicts and other concerns that involved their students experience at school.

T1-T7 Potential Trainings Key

Potential Training Services

T1 | The Diversity Uncovered™ Training for Schools

The Diversity Uncovered™ is the perfect *interactive introduction to Diversity, inclusion and equity* education for school communities. This training is designed to take staff on a journey to develop a common language to identify and address challenges related to prejudice and discrimination in their school. During the training, participants will:

- Reflect on the tension and awkwardness surrounding fears, reservations and concerns associated with conversations about prejudice, discrimination and inequities in the school community.
- Develop common language and understanding of diversity, inclusion, and equity key terms and concepts in order to prevent misunderstandings and conflict.
- Deeply explore implicit bias and microaggressions that show up in their unique school community.
- Develop an awareness of the difference between *conscious and intention discrimination* versus *unconscious and unintentional discrimination*.
- Uncover 5 highly effective tips to address microaggressions in your school.

T2 | The Conscious Conversations™ Training for Schools

The Conscious Conversations™ training provides participants with preventative and responsive tools designed to interrupt unconscious and unintentional discrimination using simple and proven conversation strategies. The Conscious Conversations™ skill focuses on developing the skill of "calling-in" vs. "calling-out" people when a microaggression occurs. Participants will learn how to:

- Interrupt microaggressions related to race, gender, age and other social identities
- Address "questionable statements and behaviors" in an empathetic and non-accusatory way
- Guide colleagues toward more conscious and less discriminatory interactions as a supportive ally

T3 | Processing & Resolving Conflict Using Restorative Conversations

Restorative Conversations teaches the fundamental and most impactful conflict resolution skills known as the Incident Assessment Practice. The Incident Assessment Practice teaches participants how to approach a conflict the moment it happens and what steps are necessary to prepare everyone involved to come together to address the incident. Participants will learn the Restorative Conversations skill, which is a key part of the incident assessment practice. The Restorative Conversations skill is used to help participants discuss what happened, process the impact that the incident had on them and uncover what they need in order to move beyond the incident. Participants will learn how to synthesize all of the Incident Assessment meeting information and make recommendations for appropriate next steps. Participants will also learn how to use Restorative Conversations to address light to medium intensity incidents in the classroom using this one-on-one practice.

Topics Covered

Incident Assessment Practice

Restorative Conversations Practice

Participant Preparation For Mindful Meetings & Solution Circles

T4 | Real Talk About Identities | Gender

Real Talk About Identities | Gender & Race is an introductory training that supports staff with learning more about specific terminologies and definitions regarding gender, gender identity, and gender expression and how this differentiates from sexual orientation and attraction. The goal of this training is to allow staff to develop more clear distinctions around the complexities of gender and how to have simple, easy to understand and meaningful conversations with students about gender identity and expression and how to embrace accept and embrace differences in the classroom. This training will also

begin to explore the intersections between gender, gender identity, gender expression, and opposing values that exist within mainstream culture, religions, and families.

Topics Covered

Gender Identity, Gender Expression

Conflicting Values With Gender and Inclusion

How to Talk to Kids About Gender, Gender Identity and Gender Expression

T5 | Conflict Prevention Using Preventative Classroom Practices

This training is focused on bringing staff and student groups together to build trust, deepen relationships with people who are from different social and cultural groups and strengthen classroom and group dynamics. Participants will learn how to facilitate Intentional Team Building Activities include activities that encourage participants to explore similarities and differences that add value to the classroom and school community. Team Building Circles include discussions and activities that are focused on themes such as Developing Trust, Building Respect, or Getting To Know You. Participants will develop interpersonal communication and collaboration skills as well as have opportunities to develop new perceptions of one another based on their experiences.

Topics Covered

Team Building Circles

Multicultural Diversity Awareness

Social Emotional Learning & Development

T6 | Designing & Guiding Incident Assessments & Mindful Meetings

The Mindful Meetings training teaches participants how to design and guide Mindful Meeting practices to address conflicts between two students, two staff or a student and staff member. This training teaches participants about the conflict cycle and how to interrupt it using Mindful Meetings and the incident assessment practice. Participants will use real scenarios that address complex incidents that can be addressed using Mindful Meetings for both staff and student groups. During the training, participants will explore potential challenges that may arise and develop tools to address them preventatively and responsively during the circle. Participants will also learn how to communicate to their school community this Restorative Justice Practice and its benefits to help raise awareness and increase its usage.

Topics Covered

Incident Assessment Practice

Mindful Meeting Practice

The Conflict Cycle in Schools

Communicating Mindful Meetings To School

T7 | Classroom Strategies To Prevent Discrimination in Schools

Course Description

The Classroom Strategies To Prevent Discrimination in Schools Training introduces participants to frameworks and strategies that use discipline data, staff and student climate surveys, and “best” practices to guide your school towards a more positive and equitable climate experience. Participants will discover effective practices and approaches to prevent and respond to conflict, discrimination and disproportionate discipline as well as repair the damage that unresolved may have on staff and student relationships. Participants will experience and learn to facilitate preventative practices in the classroom and with colleagues.

Topics Covered

Community Agreement & Values Exploration Circles

Team Building Circles

Intentional Relationship Building Practices

