

ADDENDUM TO CONTRACT

Between

Momentum in Teaching

And


Santa Rosa City Schools

This addendum to the original contract with Momentum in Teaching, Board approved on July 24, 2019 for services including trainings to support the implementation of the District's Board adopted writing curriculum, Lucy Calkins Unit of Study. Trainings are being provided on the genres of writing: narrative, informational and/or opinion and the use of the writing workshop model of instruction.

The contract, under Item 3. Compensation, is amended to read: District agrees to pay CONTRACTOR for service satisfactorily rendered pursuant to this CONTRACT, a total fee not to exceed \$33,138. This is an additional \$12,628 over the original contract of \$20,510,.

IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written December 11, 2019.

By: _____


Leslie Courtney
Momentum in Teaching

Date: _____

11/25/19

SANTA ROSA CITY SCHOOL DISTRICT
(DISTRICT)

By: _____

Rick Edson
Deputy Superintendent

Date: _____

THIRD AMENDMENT TO LICENSE AGREEMENT

This Third Amendment to the License Agreement ("Third Amendment") is dated effective February 1, 2020 ("Effective Date"), and is entered into by and between Jackson Family Wines, Inc. ("Owner") and Santa Rosa City Schools ("Licensee").

WHEREAS, Owner is the owner of the property located at 4255 River Road, Santa Rosa, California (the "Property");

WHEREAS, on April 6, 2018, Owner and Licensee entered into that certain License Agreement for the Premises which expired on August 31, 2018 (the "Agreement")

WHEREAS, on July 18, 2018, Owner and Licensee entered into a First Amendment to the Agreement, extending the term of the Agreement until January 31, 2018 (the "First Amendment");

WHEREAS, by this Second Amendment to the Agreement, Owner and Licensee desire to extend the term of the Agreement, as amended, as set forth in this Second Amendment (collectively, the "Agreement, as amended");

NOW, THEREFORE, Owner and Licensee hereto agree as follows:

1. Section 2, Term and Hours of Access, shall be deleted in its entirety and replaced with the following: *The term of this license will commence on the Effective Date and expire on January 31, 2021 (the "Term"). Licensee and Project Participants may access the Property and occupy the Barn between the hours of 5:30 am to 8:00 am and 3:00 pm to 8:00 pm Monday through Friday and between the hours of 5:30 am and 10:00 am and 3:00 pm to 8:00 pm on Saturday and Sunday.*
2. Except as provided in this Amendment, all terms used in this Amendment that are not otherwise defined shall have the respective meanings ascribed to such terms in the Agreement.
3. This Amendment embodies the entire agreement between Owner and Licensee with respect to the amendment of the Agreement. In the event of any conflict or inconsistency between the provisions of the Agreement and this Amendment, the provisions of this Amendment shall control and govern.
4. Except as specifically modified and amended herein, all of the terms, provisions, requirements and specifications contained in the Agreement remain in full force and effect. Except as otherwise expressly provided herein, the parties do not intend to, and the execution of this Amendment shall not, in any manner impair the Agreement, the purpose of this Amendment being simply to amend and ratify the Agreement, as hereby amended and ratified, and to confirm and carry forward the Agreement, as hereby amended, in full force and effect.

5. This Amendment shall be construed and governed by the laws of the State of California.

IN WITNESS WHEREOF, Owner and Licensee have executed and delivered this Amendment effective as of the Effective Date.

JACKSON FAMILY WINES, INC.

SANTA ROSA CITY SCHOOLS

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

ADDENDUM TO THE SERVICE CONTRACT BETWEEN

SANTA ROSA ELEMENTARY SCHOOL DISTRICT AND BOYS AND GIRLS CLUB OF SONOMA-MARIN

This Addendum To the After School Education and Safety (ASES) Program Service Contract is made and entered into on October 23, 2019 by and between Santa Rosa Elementary District and Boys and Girls Club of Sonoma-Marin.

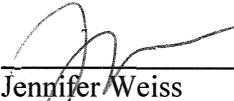
1.
This Agreement amends and modifies that certain Contract Services Agreement dated August 14, 2019 and approved by the Santa Rosa City Schools Board of Education on 6/12/19 (see attached).
2.
Santa Rosa Elementary District received an increase in funding from the California Department of Education for the After School Education and Safety program. The original allocation for the Elementary District was for \$859,950.00 and the increase is for \$932,185.80. This is an increase of \$72,235.80. This increase will be passed onto the sub-contractor, Boys and Girls Club of Sonoma-Marin, to run the After School Education and Safety Program at Brook Hill, Luther Burbank, Helen Lehman, Albert Biella, Abraham Lincoln, James Monroe and Steele Lane Elementary Schools.
3.
The District in conjunction with Boys and Girls Club of Sonoma-Marin will work together in preparing two Semi-Annual Attendance Reports (*EC* Section 8483.7[a][1][A]), four Quarterly Expenditure Reports (*EC* Section 8484.8[b][4]) and the Annual Outcome-based Data for Evaluation Report (*EC* Section 8484[a]). The Semi-Annual Attendance Reports must be submitted to Santa Rosa City Schools' Accounting Department at least two weeks before the reports are due (Santa Rosa City Schools will send Boys and Girls Club of Sonoma-Marin the calendar showing when the reports are due). The attendance information for the Annual Outcome-based Data for Evaluation Report will be submitted to Santa Rosa City Schools no later than June 15, 2019. All Fiscal reports will be prepared by Santa Rosa City Schools. All reports will be submitted by the District.
4.
The date of this addendum will run from October 23, 2019 to May 28, 2020.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

DISTRICT

By: _____
Rick Edson
Deputy Superintendent Business Services
707-890-3800 ext. 80201
redson@srcs.k12.ca.us

CONTRACTOR

By:  _____
Jennifer Weiss
CEO, Boys & Girls Club of Sonoma-Marin
707-528-7977
jweiss@bgccsc.org

**ADDENDUM TO THE SERVICE CONTRACT BETWEEN
SANTA ROSA HIGH SCHOOL DISTRICT AND BOYS AND GIRLS CLUB OF SONOMA-MARIN**

This Addendum To the After School Education and Safety (ASES) Program Service Contract is made and entered into on October 23, 2019 by and between Santa Rosa High District and Boys and Girls Club of Sonoma-Marin.

1.

This Agreement amends and modifies that certain Contract Services Agreement dated August 14, 2019 and approved by the Santa Rosa City Schools Board of Education on 6/12/19 (see attached).

2.

Santa Rosa High District received an increase in funding from the California Department of Education for the After School Education and Safety program. The original allocation for the High District was for \$225,454.39 and the increase is for \$244,392.55. This is an increase of \$18,938.16. This increase will be passed on to the sub-contractor, Boys and Girls Club of Sonoma-Marin to run the After School Education and Safety Program at Hilliard Comstock Middle School and Lawrence Cook Middle School.

3.

The District in conjunction with Boys and Girls Club of Sonoma-Marin will work together in preparing two Semi-Annual Attendance Reports (*EC* Section 8483.7[a][1][A]), four Quarterly Expenditure Reports (*EC* Section 8484.8[b][4]) and the Annual Outcome-based Data for Evaluation Report (*EC* Section 8484[a]). The Semi-Annual Attendance Reports must be submitted to Santa Rosa City Schools' Accounting Department at least two weeks before the reports are due (Santa Rosa City Schools will send Boys and Girls Club of Sonoma-Marin the calendar showing when the reports are due). The attendance information for the Annual Outcome-based Data for Evaluation Report will be submitted to Santa Rosa City Schools no later than June 15, 2019. All Fiscal reports will be prepared by Santa Rosa City Schools. All reports will be submitted by the District.

4.

The date of this addendum will run from October 23, 2019 to May 28, 2020.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

DISTRICT

By: _____

Rick Edson
Deputy Superintendent Business Services
707-890-3800 ext. 80201
redson@srcs.k12.ca.us

CONTRACTOR

By: _____


Jennifer Weiss
CEO, Boys & Girls Club of Sonoma-Marin
707-528-7977
jweiss@bgccsc.org



SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as "DISTRICT", OR "BOARD" and YouthTruth (a project of the Center for Effective Philanthropy), hereinafter referred to as "CONTRACTOR".

SCHOOL SITE/DEPARTMENT USE ONLY

Check one of the following:

☒ Independent Contractor/Business/Organization* ☐ Professional Services** ☐ Partnership***

* Any person, business, or organization that will be providing non-professional services to the District

** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.

*** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source: _____

Funding Category: ☐ Base ☐ Supplemental ☐ Concentration
☐ Restricted: _____ ☐ Other: _____

For Billing (if applicable): ☐ Bill to: _____ Billing frequency: _____

Contract is: ☒ New ☐ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: SRCS District-Wide

Approved at Site by*: _____ Date: _____

* Signature - FOR CONTRACTS ORIGINATED BY SCHOOL SITE

Departmental Approval**: _____ Date: 11/22/19

** Signature - DEPT. OR SCHOOL SITE DEPT. SIGNATURE

Contract Created by: C.Deuel, Admin. Secretary, T&L Dept. Phone #: 707-890-3800 ext. 80302

Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: Dec. 12, 2019 Proposed Contract End Date: June 30, 2020

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable

Funding Source /Funding Category verified: ☐ YES ☐ NO Board Approval Date: _____

Verified by: _____ Date: _____

Fiscal Services Authorizer

LAST REVISED ON 4-5-17

1. Services.

(a) DISTRICT's Responsibilities and Duties:

- Provide School Information (roster, enrollment numbers, school leader contact information)
- Coordinate administration of surveys
- Monitor response rates through YouthTruth dashboard
- Achieve high response rates
- Attend District Debrief conversation
- Coordinate Workshop date for school leaders

(b) CONTRACTOR's Responsibilities and Duties:

YouthTruth will provide comprehensive and customized survey services, including:

- Rigorous, validated student survey instruments
- Deep expertise in education, survey design, research methodology, and data analysis
- Rapid delivery of online, interactive reports at multiple levels for district leadership and principals
- State-of-the-art online interactive data visualization platform
- Experience managing complex projects, and a high degree of client service orientation
- Follow-up advisory services to support district leaders and school leadership teams in interpreting and making the most out of the data gathered

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on December 12, 2019, and will continue through June, 2020, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed Twenty-eight thousand, nine hundred dollars (\$28,900). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

The billing contact will be invoiced 30 days prior to each survey administration for the upcoming survey round, with payment for that round due in full within 30 days. Invoices will be generated from and payment must be made to the Center for Effective Philanthropy.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

Receive comprehensive student, staff, and parent/guardian feedback across each school within Santa Rosa City Schools.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

- ☒ Provides a coherent, rigorous, and relevant teaching and learning program to graduate college and career-ready students.
- ☒ Increases student and family wellness and engagement through the full-service community school model.
- ☒ Serves all students with a fair, just, and equitable distribution of resources: Personnel, financial, and instructional.
- ☒ Provides safe and inviting facilities with current technology.

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies, and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

9. Taxes. Federal Internal Revenue Service's regulations require that school districts report all payments to individuals for CONTRACTOR services. CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this CONTRACT. In the event DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on these earnings.

10. Indemnification:

- (a) CONTRACTOR shall indemnify, defend with counsel acceptable to DISTRICT, and hold harmless to the full extent permitted by law, DISTRICT and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with CONTRACTOR'S performance or failure to perform its obligations under this CONTRACT, except such Liability caused by the active negligence, sole negligence or willful misconduct of the DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

Notwithstanding the foregoing, however, in the event that a court determines that liability with respect to any liability was caused or contributed to by the negligent act, error, omission or the willful misconduct of DISTRICT, liability will be apportioned between CONTRACTOR and DISTRICT with regard to such Liability based upon the parties' respective degrees of culpability, as determined by the court, and CONTRACTOR's duty to indemnify DISTRICT with respect to satisfaction of the judgment only (but not to costs of defense previously incurred by CONTRACTOR) will be limited accordingly.

- (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder, if and to the extent caused by CONTRACTOR or any agent or representative of CONTRACTOR.

11. Insurance: With respect to the performance of work under this CONTRACT, CONTRACTOR shall maintain and shall require all of its subcontractors, if any, to maintain insurance as indicated below:

(a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT".

(b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to premises and operations liability, independent CONTRACTOR's liability, and personal injury liability.

(c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

(d) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

(1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this CONTRACT.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Sexual Abuse and Molestation coverage in an amount no less than \$1,000,000 per occurrence, with an annual aggregate of \$2,000,000, endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Contractor will be directly supervising children]**

(f) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this CONTRACT is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Professional Services is checked on the first page]**

(g) Documentation: The following documentation shall be submitted to the DISTRICT:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this CONTRACT.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this CONTRACT.

(3) Upon DISTRICT'S written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(h) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(i) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this CONTRACT; the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this CONTRACT and obtain damages from the CONTRACTOR resulting from the breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to

CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

12. Termination:

(a) DISTRICT may terminate this CONTRACT without cause by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the CONTRACT without cause, it shall pay CONTRACTOR for services satisfactorily rendered to such date.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the CONTRACT, either party may immediately terminate this CONTRACT by giving written notice of such termination, stating the reason for such termination. In such an event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered, provided, however, that there shall be deducted from such amount the number of liquidated damages, if any, sustained by DISTRICT by virtue of any breach of the CONTRACT by CONTRACTOR.

13. Fingerprints. The DISTRICT has considered the totality of the services to be provided under this CONTRACT and has determined that CONTRACTOR and CONTRACTOR'S employees are subject to the fingerprinting requirements of Education Code section 45125.1. CONTRACTOR shall submit fingerprints for review by the Department of Justice and authorize DISTRICT to receive subsequent arrest and conviction notifications.

14. Confidentiality. CONTRACTOR acknowledges the protections afforded to student health and related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and Privacy Act (FERPA), and under provisions of state law and DISTRICT policy relating to privacy. CONTRACTOR shall ensure that all activities are undertaken pursuant to this CONTRACT comply with these requirements.

15. Ownership of Work Product: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any work product gathered or computed by CONTRACTOR prior to termination of this CONTRACT by DISTRICT or upon completion of the work pursuant to this CONTRACT.

16. Assignment. The obligations of the CONTRACTOR pursuant to this CONTRACT shall be performed solely by CONTRACTOR and shall not be assigned or transferred by the CONTRACTOR to any third party or employee/agent of CONTRACTOR without the DISTRICT'S prior written consent.

17. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this CONTRACT or accruing out of the performance of such operations.

18. Permits/Licenses. CONTRACTOR shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this CONTRACT.

19. Entire CONTRACT/Amendment. This CONTRACT and any attachments constitute the entire CONTRACT among the parties to it and supersedes any prior or contemporaneous understanding or CONTRACT with respect to the services contemplated, and may be amended only by a written amendment

executed by both parties. Should the CONTRACT terms conflict with any amendments attached hereto, this CONTRACT shall govern.

20. Notice. All notices or demands to be given under this CONTRACT by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which either party may give notices or demands may be changed by written notice given in accordance with the notice provisions of this section. At the date of this CONTRACT, the addresses of the parties are as follows:

DISTRICT:

Santa Rosa City Schools

211 Ridgway Ave

Santa Rosa, CA 95401

707-890-3800

mmartin@srcs.k12.ca.us

CONTRACTOR:

Name: YouthTruth ("Center for Effective Philanthropy")

Street: 131 Steuart street, Suit 501

City/State/Zip: , San Francisco CA 94105

Phone: _415.429.5222

Email: __sonyah@youthtruthsurvey.org

21. Nondiscrimination. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited bases. All nondiscrimination rules or regulations required by law to be included in this CONTRACT are incorporated by this reference.

22. Extra (Changed) Work. Only the Superintendent may authorize extra (and/or changed) work, which shall be in writing and thereafter ratified by the Board. The parties expressly recognize that DISTRICT and DISTRICT personnel are without authorization either to order extra (and/or changed) work or to waive contract requirements. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.

23. Conflict of Interest. CONTRACTOR represents that it presently has no interest, which would conflict in any manner or degree with the performance of services contemplated by this CONTRACT. CONTRACTOR further represents that in the performance of this CONTRACT, no person having such interest will be employed. If CONTRACTOR participates in the planning, development, or negotiation of a contract for the District, CONTRACTOR may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.

24. Severability. If any term, condition, or provision of this CONTRACT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25. Governing Law. The terms and conditions of this CONTRACT shall be governed by the laws of the State of California with a venue in Sonoma County, California, and no other place.

THIS CONTRACT IS ENTERED INTO THIS ____ DAY OF _____, 201 ____.

DISTRICT

Signature: _____

Rick Edson

Deputy Superintendent

mmartin@srcs.k12.ca.us

707-890-3800

AUTHORIZED SIGNER *or* CONTRACTOR

Signature: 

Print Name: Jen Wilka

Title: Executive Director

Email: jenw@youthtruthsurvey.org

Phone: 415.723.4675

YouthTruth

— STUDENT SURVEY —

A NATIONAL NONPROFIT

November 22nd, 2019

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

Dear Superintendent Kitamura and the Santa Rosa City Schools Board and team,

We are pleased to share the following proposal to partner with Santa Rosa City Schools (SRCS) to deepen and broaden our work together to gather valid, reliable, and comparable feedback through YouthTruth's research-based perception surveys.

In particular, YouthTruth can continue to be a valuable partner to:

1. Streamline, add efficiency, and potentially diminish costs by consolidating survey efforts under one partner organization and reporting platform;
2. Support LCAP planning and reporting;
3. Build capacity among school leaders (and potentially student leaders as well!) in interpreting and acting on student and stakeholder feedback for equity and school improvement;
4. Deepen collaboration between SRCS and CTE Foundation/Community Foundation of Sonoma County, as well as other local funders and school districts, through participating in the Bay Area Student Voice Initiative; as well as,
5. Provide actionable feedback on the non-academic indicators that matter most to measuring climate, culture, safety, and effective instructional strategies.

We are committed to making student and stakeholder feedback efficient, cost-effective, and actionable. Because student perceptions are linked to their academic outcomes, Santa Rosa City Schools can use YouthTruth data immediately to accelerate improvements in each school and throughout the district.

I welcome the opportunity to discuss the proposal and tailor the scope even more to your unique needs and budget.

Best,
Sonya & Jimmy

Sonya Heisters & Jimmy Simpson, Jr.
Partnerships and Outreach, YouthTruth
131 Steuart Street, Suite 501, San Francisco, CA 4105
(415) 429.5222

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Materials Included separately:

- YouthTruth Survey Questions for Student, Family, and Staff

Part 1. YouthTruth's Value as a Strategic Partner

YouthTruth is a national nonprofit that harnesses student and stakeholder perceptions to help educators accelerate improvements. Through our validated survey instruments and tailored advisory services, YouthTruth partners with districts, states, and educational organizations to enhance learning for all students.

YouthTruth was developed by the Center for Effective Philanthropy (CEP) and the Bill and Melinda Gates Foundation and has surveyed over 1.2 million students across 39 states since 2008. CEP has a 17-year history and expertise in helping organizations, including many of the largest philanthropic funders in the country, use comparative survey data to inform their decision-making. This experience, combined with the YouthTruth team's deep involvement in student survey work, positions YouthTruth as a strong strategic partner for Santa Rosa City Schools.

In partnering with our clients, YouthTruth provides comprehensive and customized survey services. Our offerings and benefits include:

- Rigorous, validated student survey instruments
- Deep expertise in education, survey design, research methodology, and data analysis
- Rapid delivery of online, interactive reports at multiple levels for district leadership and principals
- State-of-the-art online interactive data visualization platform
- Experience managing complex projects, and a high degree of client service orientation
- Follow-up advisory services to support district leaders and school leadership teams in interpreting and making the most out of the data gathered

Survey Topics and Administration

YouthTruth's survey instruments are comprehensive, but at the same time designed to be completed within ~20 minutes. Our online surveys can be taken on any device that connects to the internet: computers, tablets, even smart phones. Student and staff respondents can toggle to take the survey in English or Spanish; Family respondents can toggle between English, Spanish, Vietnamese, Chinese, Russian, and Korean; we can customize to include additional languages as well. To experience a survey from a user perspective, please click through a sample excerpt of the high school student survey here:

hssample.whatsyourtruth.org.

YouthTruth's Student Surveys include age- and reading-level appropriate versions for elementary, middle and high school (see separate list of student survey questions).

- **YouthTruth's high school student survey** topics include: engagement, academic rigor, relationships, peer belonging & collaboration (including bullying), culture, and college and career readiness.
- **YouthTruth's middle school student survey** topics include: engagement, academic rigor, relationships, peer belonging & collaboration (including bullying), and culture.
- **YouthTruth's elementary school student survey** topics include: engagement, academic rigor, relationships (including bullying), instructional methods, and culture.

Customize the student survey by choosing one of 10 Additional Topics (*also available for elementary):

- | | |
|---|------------------------------|
| • Student Motivation (includes Grit scale)* | • Nutrition & Exercise |
| • Project-Based Learning* | • School Safety |
| • STEM* | • Drugs & Alcohol |
| • School Safety* | • Emotional & Mental Health |
| • Learning Styles | • Student Voice & Leadership |
| • General Health | |

YouthTruth's Staff Survey represents the following four core themes: culture, engagement, relationships, safety, and professional development & support. Overall strengths and areas for improvement, recommend rate, and indexed qualitative comments are also included in the reporting. On average, staff members take 15 minutes to complete the survey. To explore a sample survey, visit: staffsample.ytsurvey.org.

YouthTruth's Family Survey represents the following six core themes: culture, engagement, school safety, relationships, resources, and communication & feedback. Overall strengths and areas for improvement, recommend rate, and indexed qualitative comments are also included in the reporting. On average, family members take 15 minutes to complete the survey. To explore a sample survey, visit: familysample.ytsurvey.org.

Survey Results Analysis and Reporting

YouthTruth will provide school-level reporting, as well as district-level findings. Principals receive school-level reports that show average ratings in their school, as well as differences across subgroups, while district leaders receive district-level reports to easily compare results across schools and subgroups.

The YouthTruth online, interactive reports are typically delivered within seven business days. With YouthTruth reports, education leaders can:

- Disaggregate results by demographic subgroups:
 - **Secondary student** survey results can be disaggregated by grade-level, gender, race/ethnicity, ELL, special education, FRPL, sexual orientation (optional). **Elementary student** reports include subgroups of grade-level and gender.
 - Disaggregate **staff** survey results by gender, race/ethnicity, role, years in role, tenure at school, and for instructional staff, years of teaching experience and teacher training.
 - Disaggregate **family** survey results by gender, race/ethnicity, child's grade level, relationship to child, level of education, FRPL, primary home language, number of children attending the school.
- Compare results to other schools nationally and to other schools with like characteristics, such as suburban, rural, urban, large-school, small-school, high-poverty, etc.
- Review qualitative comments indexed by theme.
- Share customized report summary with other stakeholders (with sensitive information redacted).
- Receive access follow-up resources for action planning.

Introduction to Reports

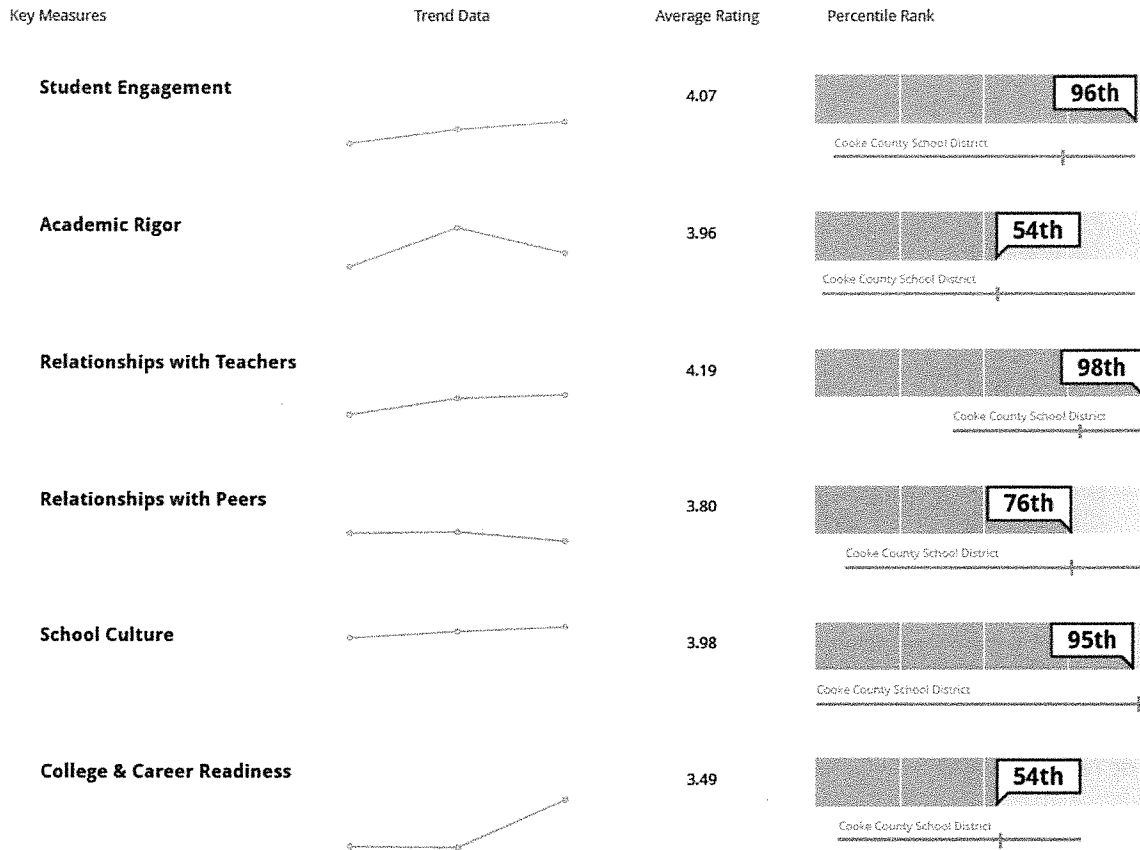
To view sample student survey reports, please visit youthtruth.surveyresults.org/public/OSE-HS.

YouthTruth reports are best experienced online to understand their full interactive functionality. For an example of the types of data files and reports that YouthTruth provides, please use the above link to access an online interactive report. For a brief introduction to our reports, please find three screenshots below of some of the chart types in a YouthTruth report.

1. The following image is from the **Key Ratings** page of a high school student survey report, which illustrates findings at-a-glance. In a school-level report, Key Ratings represents feedback across all students at the school. In a district-level report, it represents results for the median-rated school in the district. Key Measures aggregate results from all of the questions in a topic. In this way, the users can see at a glance how students feel about each key theme.

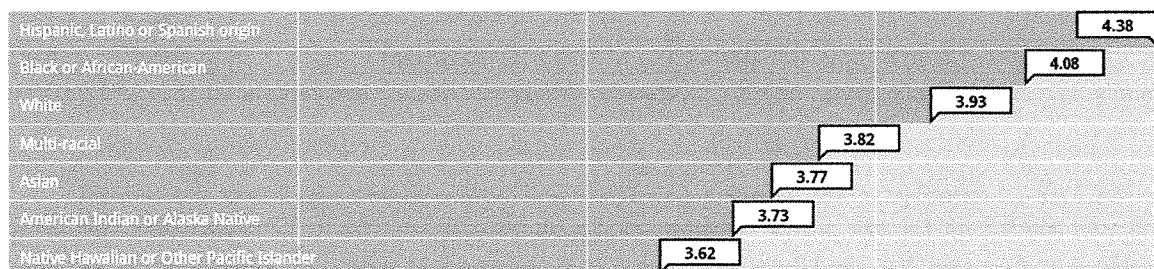
In the example that follows, the school has surveyed three times, as illustrated by the three points in the Trend Data. The Average Rating provides the average response across a topic, from 1 (Strongly Disagree) to 5 (Strongly Agree). The Percentile Rank provides a national comparison as

well as a local/similar comparison. The white flag provides the national comparison, letting the user know that a 4.07 for student Engagement is above 96% of other participating high schools across the country. The school is in the 96% percentile for Student Engagement, and also leads all the other schools in Cooke County School District. The grey line for Cooke County's district results illustrates the range of responses, with the dash representing the median high school in Cooke County.



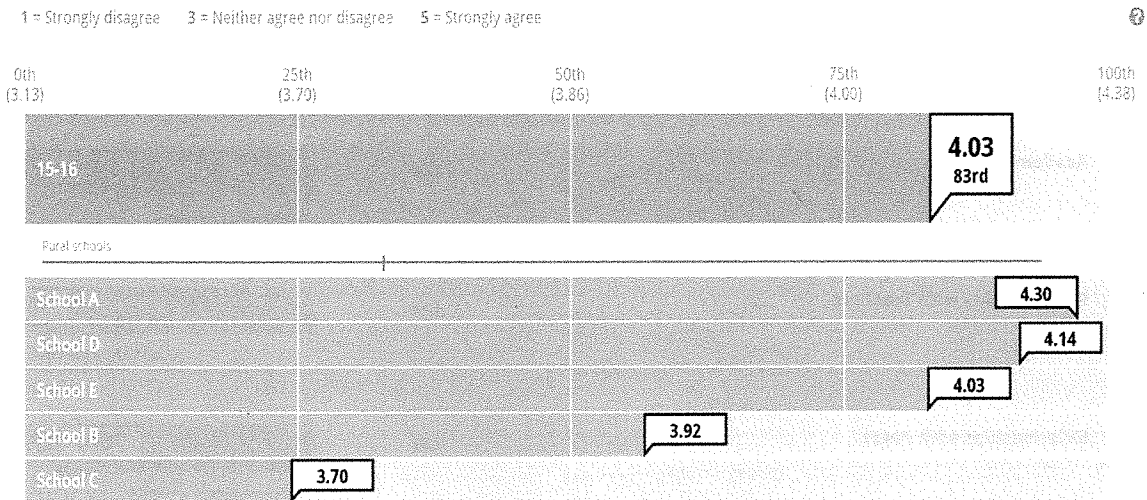
- The reports also provide aggregated and disaggregated **results for each question** in the survey. For example, all secondary students provide their feedback to the statement: “Most adults in this school treat students with respect” (5 = strongly agree; 1 = strongly disagree). The following sample chart provides context for how a school leaders would view results. Each blue bar presents the average for each demographic subgroup. For example, in this sample data, Hispanic/Latino students have the most positive perceptions of respect (average response = 4.38). White students have lower perceptions (average = 3.93).

“Most adults in this school treat students with respect.”



3. The next chart provides the district-wide results for the survey question, “I can usually be myself around other students at this school.” Students across Cooke County School District averaged 4.03, which is in the 83rd percentile compared to other student perceptions across the country. The ranking is also more favorable than the typical rural high school. However, schools within the district received a range of responses, with school averages ranging from 4.30, at the highest to 3.70 at the lowest.

“I can usually be myself around other students at this school.”



Project Management for Higher Response Rates

As a mission-driven organization, we believe that stakeholder feedback is most helpful when all students in a school are heard, and not just small samples. As such, we dedicate resources to ensuring representative response rates.

Here are the average response rates for student surveys in the following school levels:

- The average response rate for **elementary schools** in the YouthTruth comparative dataset is 86%.
- The average response rate for **middle schools** in the YouthTruth comparative dataset is 90%.
- The average response rate for **high schools** in the YouthTruth comparative dataset is 75%.

Experience Managing Large Projects

As a national nonprofit, YouthTruth has significant experience over the past decade supporting large districts and managing large-scale projects. YouthTruth’s experience includes engagements with diverse districts across the country, such as Miami-Dade Public Schools, Atlanta Public Schools, Oakland Unified School District, Aldine Independent School District, and New York City Public Schools.

In 2017, YouthTruth was commissioned by the Michigan Department of Education to administer student, family, and staff surveys across nearly 200 traditional public, charter, and private schools in the Detroit area.

In the 2013-14 school year, YouthTruth co-designed and led the implementation of the Student Engagement Survey for Minnesota’s state teacher evaluation system. YouthTruth provided customized training, advisory services, and logistical support to the Minnesota state DOE, the local superintendents and principals, and individual teachers. YouthTruth’s Minnesota instrument continues to be used for Minnesota teacher evaluation.

Part 2. How do YouthTruth and California Healthy Kids (CHKS) Differ?

YouthTruth's timely reports allow educators to make adjustments in real time.

- YouthTruth delivers reports to district and school leaders within ~7 business days vs. waiting months for CHKS data to be returned.
- When comparing YouthTruth and CHKS, Bear Valley district leader, Paul Zamoyta, said: *"You can take it [YouthTruth], get the results so quick, and it's so user-friendly, versus every two years having someone spend three months going over the data and then pulling out probably not as much stuff as you can pull out immediately from here."* You can read more [here](#).

YouthTruth's personalized reports are easy to understand, providing actionable insights for school and district leaders.

- YouthTruth reports are intuitive. They use visual cues like color and size to provide at-a-glance understanding. CHKS reports are largely made of up of numeric tables.
- YouthTruth reports include organized qualitative comments from students, family members, and staff members. This detail adds context to the quantitative data. CHKS does not provide comments.
- YouthTruth staff work with school and district leaders every step of the way. Our advisory services include individual school calls with principals, group webinars, and in-personal professional development workshops.

YouthTruth offers age-appropriate surveys that focus on academic instruction, school culture and climate, and college and career readiness.

- CHKS focuses on health habits, perceptions of and access to drugs, and includes some questions about school culture and climate. For example, the CHKS elementary survey asks all 5th graders if they've ever smoked (pot, grass, weed, or cigarettes), drank alcohol, sniffed aerosol, or chewed (snuff, tobacco, or dip).
- While the YouthTruth survey can be customized to add in questions about drugs and alcohol, YouthTruth's topics are based on the research on what matters most for student achievement: student engagement, academic rigor, teacher and peer relationships, and school culture. High school surveys also focus on drop-out risk and college and career readiness. Schools with specific instructional models can add modules on Project Based Learning, STEM, and more.

YouthTruth surveys are comprehensive, but streamlined to include only the most important items and take less time away from instruction.

Number of questions per survey		
	CHKS	YouthTruth
Elementary	68	25
Middle	110	36
High	120	50

As a mission-driven nonprofit, YouthTruth's vision is to allow educators to make decisions based on feedback from all of their students.

- Most districts administer CHKS in grades 5, 7, 9, and 11 every other year. Our partners use their YouthTruth data to hear from every student and track progress toward goals over time.

Part 3. Three-Phrase Work Plan At-A-Glance

YouthTruth typically uses the following work plan to manage each round of surveying. **We welcome a conversation about how we might tailor this to best support Santa Rosa City Schools.**

Phase	Timeline	Activity	Lead	Activity
I. Pre-Survey	Upon Agreement	Introduction Videoconference Call (30 minutes)	YouthTruth Partnerships	<ul style="list-style-type: none"> Identify and introduce key team members Review scope, project plan & timeline, and any additional needs or customizations
		Project Refinement	YouthTruth Partnerships	<ul style="list-style-type: none"> Make any adjustments to scope, project plan, and deliverables
	~3 weeks prior to surveying	Kickoff Webinar with principals (30 minutes)	YouthTruth Client Services	<ul style="list-style-type: none"> District and school leaders as well as implementation contacts will understand all processes and responsibilities for surveying
	~3 weeks prior to surveying	Announcement and Coordination	Leaders at Participating Schools (with YouthTruth support)	<ul style="list-style-type: none"> Survey participants will understand when, how, and why the surveying is being planned
	~ 2 weeks prior to surveying	Implementation Guides Released	YouthTruth Client Services	<ul style="list-style-type: none"> Schools will receive individual Survey Implementation Guides
II. Surveys Live	During surveying	Gather Survey Data	Leaders at Participating Schools (with YouthTruth support)	<ul style="list-style-type: none"> Surveys are launched
	Weekly	Response Rate Monitoring	YouthTruth Client Services	<ul style="list-style-type: none"> YouthTruth provides real-time (hourly) response rate updates and sends weekly reports
III. Post-Survey	After survey close	Analysis and Reporting	YouthTruth Analyst Team	<ul style="list-style-type: none"> YouthTruth analyzes data and produces audience-appropriate reports
	~7 business days after survey closes	Reports Released	YouthTruth Client Services	<ul style="list-style-type: none"> Online, interactive, reports released
	Within 3-6 months	Advisory Services Delivered	YouthTruth Partnerships	<ul style="list-style-type: none"> Discuss results, report features, and follow-up resources to equip leaders to understand and take action based upon the data

Part 4. Using YouthTruth Data to Accelerate Change

YouthTruth's Professional Development Workshop and general Advisory Services are designed for participants to more deeply understand and take meaningful action on the data gathered.

Facilitated by YouthTruth data and education experts, the advisory services will lead district and school leaders in discussion and hands-on exercises to:

- Understand key findings and trends across the district and within each school
- Identify strategies for using this data with the staff and school community
- Share best practices across schools
- Begin action planning from results

Participants will come away from their advisory support with actionable steps for using their stakeholder feedback. School leaders often remark about how helpful it is to carve out dedicated time, have “third-party” facilitators, and a valuable structure for busy principals to reflect and discuss their school climate.

Part 5. Index of Santa Rosa Schools

All Santa Rosa City Schools is eligible for YouthTruth’s grade- and reading-level appropriate surveys.

As part of the Bay Area Student Voice Initiative, the Community Foundation of Sonoma County and Hewlett Foundation will sponsor the participation of all five comprehensive High Schools during the 2019-20 and 2020-21 academic years. These schools are noted with an asterisk (*) in the index of schools below.

School Inventory

**Schools covered 100% through Bay Area Student Voice Initiative in the 2019-20 and 2020-21 school year and or through local philanthropic support*

Elementary Schools

- | | |
|-------------------------------|---|
| 1. Lincoln Elementary | 9. Steele Lane Elementary |
| 2. Biella Elementary | 10. Cesar Chavez Language Academy |
| 3. Brook Hill Elementary | 11. Santa Rosa Accelerated Charter |
| 4. Lehman Elementary | 12. Santa Rosa French American Charter School |
| 5. Hidden Valley Elementary | 13. Santa Rosa Charter School for the Arts - Elementary |
| 6. Monroe Elementary | |
| 7. Luther Burbank Elementary | |
| 8. Proctor Terrace Elementary | |

Middle Schools

- | | |
|---------------------------------|---|
| 1. *Slater Middle School | 5. *Santa Rosa Middle School |
| 2. *Comstock Middle School | 6. *Santa Rosa Charter School for the Arts - Middle |
| 3. *Cook Middle School | |
| 4. *Rincon Valley Middle School | |

High Schools

- | | |
|--------------------------------|----------------------------|
| 1. *Elsie Allen High School | 5. *Santa Rosa High School |
| 2. *Maria Carrillo High School | 6. *Ridgway High School |
| 3. *Montgomery High School | |
| 4. *Piner High School | |

YouthTruth Staff Survey to be administered to all participating student survey schools.

YouthTruth Family Survey to be administered to all participating student survey schools.

Part 6. Discounts, Pricing, and Budget Scenario

Multi-Year Agreement Discount - \$200 off per school per year

We believe that student and stakeholder perception data is most meaningful when collected over time. As such, we provide a significant discount for districts who engage in a multi-year agreement. The “multi-year discount” is applied with the understanding that the district intends to participate during the years specified. If, for any reason, the district elects to discontinue participation prior to the end of the contract term, the multi-year discount is reversed and the balance is invoiced.

Santa Rosa City Schools Cost Scenario (2019-20 & 2020-21)	COST
Project Management (\$200/school)	\$5,000 <i>(\$200 x 25 schools)</i>
YouthTruth Student Survey (\$1,000 per school with multi-year discount)	\$25,000 <i>(\$1,000 x 25 schools)</i>
YouthTruth Family Survey (\$500 per school)	\$12,500 <i>(\$500 x 25 schools)</i>
YouthTruth Staff Survey (\$300 per school)	\$7,500 <i>(\$300 x 25 schools)</i>
Funder-related customization: <ul style="list-style-type: none"> - Resilience Questions and Subgroup (\$450 per school x 25 schools) - Segmentation for 2 “Rooster” schools (\$200) - Additional Topics (\$50 per topic per school x 12 schools) 	\$12,050 <i>(\$11,250 + \$200 + 600)</i>
Half-day Professional Development Workshop in 2019-20	\$4,500
Custom 4-week Survey Window	\$300
Subtotal	\$69,450
Co-funding through the Hewlett Foundation and the Community Foundation Sonoma County; scope of co-funding covers: <ul style="list-style-type: none"> - All Middle Schools - All High Schools - All Customization - PD Workshop 	(\$40,550)
District Annual Estimated Total	\$28,900

Parental Consent

Under applicable federal, state, and local laws, the client may be required to collect informed parental consent for students to participate. CEP presumptively assumes that this consent has been collected, if necessary, by the time of survey administration. YouthTruth has provided a sample parental consent letter (available to download at youthtruthsurvey.org/parentalconsent) that clients are welcome to edit for their own purposes.

Confidentiality

CEP will not reveal any survey data about, nor attribute any data to, the client's district/network or school(s) in any publication other than the YouthTruth reports provided to the client without the client's expressed permission. CEP will not report findings for subgroups comprised of less than five students in any YouthTruth reports, and will use all commercially reasonable efforts to protect the confidentiality of all individual student responses in YouthTruth reports and in any future research. CEP has a process in place to flag and communicate concerning comments to the client, and may disclose otherwise confidential responses where the responses contain allegations of abuse or explicit threats of harm to the student or others. CEP may cite your district/network and school(s) as YouthTruth Survey participants in its marketing materials, on its web site, and elsewhere.

Data Use by Clients

The client may use the YouthTruth findings in communications with internal and external audiences, make available representative portions of your YouthTruth report, quote from your report, or otherwise disclose your results. In doing so, the client agrees to cite CEP as having collected the data, produced the report, and maintained the confidentiality of individual respondents. The client is solely responsible for its use of the YouthTruth survey results, and any effects of such use. The client agrees that it has the right to provide staff contact information for CEP's use in administering the survey.

Data Use by YouthTruth

Subject to the rights of the client, students, and parents in survey data that comprise education records, CEP shall own all data collected or generated from the survey, all rights to the techniques and methodologies used to produce YouthTruth reports, and the copyright to all YouthTruth reports. CEP and its research partners may use the client's survey data in comparative datasets for products we may produce in future years or in research reports. CEP reserves the right to test a limited number of questions in our surveys.

Invoicing

The billing contact will be invoiced 30 days prior to survey administration, with payment due in full within 30 days. Invoices will be generated from and payment must be made to the Center for Effective Philanthropy.

Legal Obligation

CEP is obligated to respond to a properly issued and served subpoena or other legal process, including reporting allegations of abuse or neglect as cited in student comments, according to the laws governing the client's state. Unless CEP is not permitted by law to disclose the fact or content of the subpoena or legal process, CEP will provide the client with timely notice of any such proceedings. Furthermore, it is assumed that the client will inform CEP of all relevant client policies and laws related to administering the survey and analyzing and reporting survey data.

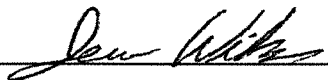
Modification and Liability

No waiver, modification or amendment of this letter of agreement shall be binding upon either party unless confirmed by a written instrument signed by both parties. This letter of agreement shall be governed by the laws of the Commonwealth of Massachusetts excluding its choice of law provisions. Each party submits to the exclusive jurisdiction of the state and federal courts sitting in the Commonwealth of Massachusetts in any action or proceeding arising out of or relating to this letter of agreement and waives any claim of inconvenient forum or other challenge to venue in any such court. If any portion of any provision of this letter of agreement is held invalid or unenforceable for any reason, the remainder of the provision shall be amended to achieve as closely as possible the original purpose of the provision and all other provisions shall continue in full force and effect. The client agrees that any liability that may arise under this agreement shall be limited in the aggregate to the amount actually paid to CEP for the services described in this agreement. CEP provides no express warranty with respect to such services and disclaims all implied warranties (including the warranties of merchantability and fitness for a particular purpose) to the fullest extent permitted by law.

Multi-Year and Pre-Post Surveying Discount

For multi-year packages or agreements covering multiple rounds of surveying in a single year, a separate invoice will be sent thirty (30) days prior to each round of surveying, with payment due in full within thirty (30) days. For multi-year agreements, a multi-year package discount ("Multi-Year Discount") is applied. Such Multi-Year Discount is applicable only if the Client satisfies all requirements and responsibilities of the agreement, including, but not limited to, Client's participation in the entirety of the multi-year agreement term. If, for any reason, the client fails to fulfill its contractual requirements and responsibilities, or otherwise elects to discontinue participation in the multi-year agreement prior to the end of the agreement term, the Multi-Year Discount shall be reversed, the Client shall be subject to forfeiting any amount(s) received under the Multi-Year Discount, and the balance shall be invoiced, with payment due in full within thirty (30) days.

Signed for The Center for Effective Philanthropy

X 

Jen Vorse Wilka
Executive Director, YouthTruth

Date: 11/9/2019

Signed for Client Organization

X _____

Name: Diann Kitamura

Title: Superintendent

Date: _____

Please submit school information and contacts via the School Information Form available at youthtruthsurvey.org/get-started

Scan and email your completed form to hello@youthtruthsurvey.org or fax to (415) 358-4947

We'll send a welcome email with your account login and everything you need to know to get started 1-2 weeks before your survey window.

Questions? Contact us toll free (415) 286-9538 or at hello@youthtruthsurvey.org

YouthTruth

STUDENT SURVEY

A NATIONAL NONPROFIT

2019-20 School Experience Surveys & Professional Development

This agreement between the YouthTruth, a project of the Center for Effective Philanthropy, Inc., ("CEP") and the client organization ("Client") confirms your participation and agreement to the below terms.

Contact Information

Organization Name: **Santa Rosa City School**

Main Contact Name: **Anna-Maria Guzman**

Main Contact Phone: **(707) 528-5388**

Main Contact Title: **Assistant Superintendent**

Main Contact Email: **aguzman@srcs.k12.us**

Billing Contact:

Billing Contact Phone:

Billing Contact Email:

Billing Address:

Payment & Timing

Total Annual Cost (to be completed by YouthTruth): **\$28,900**

3-Year Package: ☐ Yes ☒ No Notes:

Select 2019-20 survey window:

- ☐ Sept. 16 - Sept. 27 ☐ Oct. 7 - Oct. 18 ☐ Oct. 28 - Nov. 8 ☐ Nov. 25 - Dec. 6 ☐ Jan. 21 - Jan. 31
☐ Feb. 3 - Feb. 14 ☐ Feb. 18 - Feb. 28 ☐ March 16 - March 27 ☐ April 13 - April 24 ☐ May 11 - May 22
☐ May 25 - June 5 ☒ Custom survey window (additional fee): **January 6th - 31st**

Products & Services

1. Choose survey type and enter number of schools

☒ Student Survey 6 High School(s) 6 Middle School(s) 13 Elementary School(s) (3rd grade up)

Customize student survey with Additional Topics (no more than two to three topics recommended)

All topics available for grades 6-12; *indicates topics available for grades 3-5.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Project-Based Learning* | <input type="checkbox"/> General Health | <input type="checkbox"/> School Safety* (Free) | <input type="checkbox"/> Learning Styles |
| <input type="checkbox"/> STEM* | <input type="checkbox"/> Nutrition & Exercise | <input type="checkbox"/> Drugs & Alcohol | <input type="checkbox"/> Student Voice & Leadership |
| <input type="checkbox"/> Student Motivation (includes Grit Scale)* | <input type="checkbox"/> Emotional & Mental Health | | |

2. Add other stakeholder surveys and enter number of schools

☒ Staff Survey 6 High School(s) 6 Middle School(s) 13 Elementary School(s)

☒ Family Survey 6 High School(s) 6 Middle School(s) 13 Elementary School(s)

3. Add Advisory Services

☐ Group phone or webinar consultation.

☐ Individual phone consultation for school leadership team. (Number of schools:)

☒ In-person professional development workshop. In 2019-20

1 For school leaders

For students

For school board directors

Special Customization (to be completed by YouthTruth)

☒ Custom Questions

☐ Custom Analysis

☐ Data Files

Scan and email your completed form to hello@youthtruthsurvey.org or fax to (415) 358-4947

We'll send a welcome email with your account login and everything you need to know to get started 1-2 weeks before your survey window.

Questions? Contact us toll free (415) 286-9538 or at hello@youthtruthsurvey.org



SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as “DISTRICT”, OR “BOARD” and _Van Iwaarden Consulting Firm , hereinafter referred to as “CONTRACTOR”.

SCHOOL SITE/DEPARTMENT USE ONLY

Check one of the following:

☐ Independent Contractor/Business/Organization* ☐ Professional Services** ☐ Partnership***

* Any person, business, or organization that will be providing non-professional services to the District

** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.

*** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source: 01-0000-0-0000-730095808-399-5199

Funding Category: ☒ Base ☐ Supplemental ☐ Concentration

☐ Restricted: _____ ☐ Other: _____

For Billing (*if applicable*): ☐ Bill to: _____ Billing frequency: _____

Contract is: ☐ New ☒ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: _____

Approved at Site by*: _____ Date: _____

* Signature - **FOR CONTRACTS ORIGINATED BY SCHOOL SITE**

Departmental Approval:** _____ Date: _____

** Signature - **DISTRICT OFFICE DEPT. SIGNATURE**

Contract Created by: Melanie Martin Phone #: 890-3800 x80201

Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: December 1, 2019 **Proposed Contract End Date:** June 30, 2020

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable

Funding Source /Funding Category verified: ☐ YES ☐ NO **Board Approval Date:** _____

Verified by: _____ Date: _____

Fiscal Services Authorizer

LAST REVISED ON 4-5-17

September 11, 2019

Joel Dontos
Executive Director of Fiscal Services
Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

Re: Engagement Letter for GASB 75 Actuarial Services – Santa Rosa City Schools

Dear Joel:

Thank you for this opportunity to provide GASB 75 Other Postemployment Benefit (OPEB) actuarial services to Santa Rosa City Schools (the District). This letter documents the services we will provide for the District's retiree health insurance plans and our fees for those services.

Please note that the new GASB 75 accounting rules require more frequent and comprehensive actuarial reporting. **An actuarial valuation is required every two years, while a simplified accounting report is required in the "off years"**. The off-year report must reflect changes in the discount rate and other significant events/assumptions but can rely on the prior year data.

Scope of the Engagement

We will perform the following services, as chosen by the District:

1. FYE 2020 GASB 75 OPEB Actuarial Valuation

For FYE2020, we will perform a "full" GASB 75 actuarial valuation to calculate your retiree OPEB liability. The report will include all OPEB results required for your FYE2020 financial statements, including participant summaries, plan provisions, and actuarial assumptions.

2. FYE2021 GASB 75 OPEB Actuarial Valuation

For FYE2021, we will prepare an "off-year" GASB 75 report to determine your OPEB liability and financial disclosures. This report will reflect an updated discount rate and other actuarial assumptions but does not require new census data. The report will include all OPEB results required for your FYE2021 financial statements.

3. Other

We will prepare other actuarial and consulting projects requested by you from time to time such as attending meetings, presentations, and miscellaneous consulting.

Fees and Hourly Billing Rates

As noted above, the new GASB 75 OPEB accounting rules substantially alter OPEB financial reporting. Among the changes is more frequent actuarial reporting, including biennial actuarial reporting and updated actuarial results in the “off years”.

Our proposed engagement fees are outlined below. In subsequent years, fees will be based on the time and expense required or we can provide a new fee quote if you prefer. Subsequent year fees will follow a similar on/off-year pattern.

Services Provided	Fee
FYE2020 “full” GASB 75 actuarial valuation report	\$11,000
FYE2021 “off-year” GASB 75 roll-forward actuarial valuation report	\$3,000

The proposed FYE2021 “off-year” fees assume no substantial changes to the plan census, assumptions, plan provisions, or funding arrangement. If any of these factors change significantly, then GASB 75 rules may require a full valuation in the off year. In this case, we will provide a separate proposed fee.

Out-of-scope projects are within the District’s control, and time for them will be billed at our normal hourly rates. For 2019, our hourly rates are \$95 to \$185 for actuarial analysts and \$235 to \$345 for consulting actuaries. Out-of-scope projects include time spent on:

- additional meetings and preparation,
- significant changes in your plan, accounting or funding arrangements,
- cleanup of inaccurate data or data not provided in the form requested, and
- follow-up for information not provided within 45 days of our request.

We will notify you if any out-of-scope fees are to apply and will be happy to estimate fees for additional projects as requested. Out-of-pocket expenses will be passed on to you without markup. Travel time, if it occurs, is billed at 50% of our normal rates.

We are happy to provide additional consulting services or changes in valuation scope upon request. Additional fees for such requests will be discussed and agreed upon by both parties prior to commencement.

You have the right to terminate our services at any time, subject to payment of accrued charges for work we have done through the date we receive notice. We will have the same right of termination (including termination for non-payment of fees and expenses), subject to our obligation to give the District reasonable notice.

Performance Guarantees

Ever since our firm was founded in 1991, we have operated on three basic principles which shape the way we conduct ourselves with clients, associates, and competitors and give rise to our performance guarantees:

- Do what's right,
- Do the best you can, and
- Treat others as you would like to be treated.

Written Communication

If we send you a document that does not provide the information you need in a way you can easily understand, we will explain it and/or revise it to meet your needs - at no charge.

Peer Review

Every client deliverable is subject to a formal peer review policy to ensure that all of our work products meet the highest consulting and actuarial standards.

Data Security

All staff members sign a formal data security policy that applies to all of our client work. We perform a daily off-site back-up of our network servers to ensure that all client data is protected.

Error Correction

If an error ever makes it through our review process, we will disclose it as soon as we find it and correct it at no charge. This falls under the "Do what's right" heading above.

Overall

It's simple: if it's important to you, it's important to us.

September 11, 2019

Page 4

We trust that this letter satisfactorily outlines our services and fees. If you have any questions, please feel free to contact us. Thank you again for choosing Van Iwaarden Associates to assist you with this project.

Northern Consulting Actuaries, Inc. d/b/a Van Iwaarden Associates

Sincerely,



Laura K. Pistotnik, ASA, MAAA
Consulting Actuary

L/D/C/R: 3/sak/lkp/slb

Acknowledgement and Consent

The undersigned authorized representative of Santa Rosa City Schools (the District) has read this letter from Van Iwaarden Associates, understands its contents, and agrees on behalf of the District to the terms, conditions and fees set forth above.

Date: _____, 2019

By _____

Title Deputy Superintendent

CUSTOMER AGREEMENT

This Customer Agreement is entered into by Forecast 5 Analytics, Inc., a Delaware corporation ("Forecast5"), and Customer (named below), and will commence on the Effective Date indicated below.

FORECAST5 Service	Service Description	Price	Discount	Total Cost
4002001	5Cast - License Agreement	\$9,270.00	\$4,635.00	\$4,635.00
4001001	5Sight - License Agreement	\$9,270.00	\$0.00	\$9,270.00
			Total Amount Due:	\$13,905.00

The above Services are provided pursuant to the Forecast5 Terms of Service (available at www.forecast5analytics.com/about/termsofservice), which are incorporated herein by this reference. Customer and Forecast5 may from time to time agree upon additional Services pursuant to a mutually agreed Work Order. All subscriptions (even if purchased after your Effective Date, such as Additional User subscriptions) will be coterminous and end on the applicable anniversary of your Effective Date.

Customer acknowledges and agrees that if it provides access to the Services to another governmental unit or other third party, or uses the Services for the benefit of any such party, then it will be liable for, among other things, additional subscription fees for each such party at the applicable Forecast5 prices.

EXPIRATION DATE: 6/30/2020 (All subscriptions are for periods of 1 year, unless indicated otherwise).

Please see the following page for the signature line

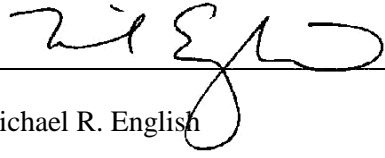
Customer: Santa Rosa City Schools

FORECAST 5 ANALYTICS, INC.

Signature: _____

Name: _____

Title: _____

Signature:  _____

Name: Michael R. English

Title: CEO

2135 CityGate Lane, 7th Floor
Naperville, Illinois 60563



SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as "DISTRICT", OR "BOARD" and On The Move (OTM), hereinafter referred to as "CONTRACTOR".

SCHOOL SITE/DEPARTMENT USE ONLY

Check one of the following:

☒ Independent Contractor/Business/Organization* ☐ Professional Services** ☐ Partnership***

* Any person, business, or organization that will be providing non-professional services to the District

** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.

*** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source: 01-0000-0-9240-2700-5100-119-5114 - \$ 9,560
01-0000-0-9240-2700-5800-119-5114 - \$ 25,000

Funding Category: ☐ Base ☐ Supplemental ☐ Concentration
☐ Restricted: _____ ☒ Other: Charter

For Billing (if applicable): ☐ Bill to: _____ Billing frequency: _____

Contract is: ☐ New ☒ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: Staff, students, families of CCLA and LCMS

Approved at Site by*: _____ Date: _____
* Signature - [Signature] FOR CONTRACTS ORIGINATED BY SCHOOL SITE

Departmental Approval:** _____ Date: 12/2/19
** Signature - [Signature] DISTRICT OFFICE DEPT. SIGNATURE

Contract Created by: Anna Guzman, Assistant Superintendent Phone #: 890-3800 ext. 80302
Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: Jan. 2, 2020 **Proposed Contract End Date** June 30, 2020
Requisition #: R20-03310

BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable
Funding Source /Funding Category verified: ☐ YES ☐ NO **Board Approval Date:** _____

Verified by: _____ **Date:** _____
Fiscal Services Authorizer LAST REVISED ON 4-5-17

(a) DISTRICT's Responsibilities and Duties:

The District shall assist OTM in the goals of their organization by providing data and payment for participating staff and other arrangements as a "Partner" so they may provide the outcomes described in section 4 of this agreement.

District shall provide meeting rooms as needed.

District will provide agreed upon stipends for staff participating on the Transition Team.

District will meet with Transition Team periodically and work to make timely decisions.

District will provide funding for food and lodging for one time retreat

(b) CONTRACTOR's Responsibilities and Duties:

In coordination with the school principals OTM will create bi-monthly agendas and facilitate all meetings and insure that excellent minutes reflect the issues and decisions that are made.

OTM will provide direction and training to members of the Team and any appropriate community partners regarding student and parent engagement in the visioning process as well as the recruitment, marketing and outreach efforts to families.

OTM will meet periodically with District administrators to insure communication, decision-making and timeframes

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on January 2, 2020, and will continue through June 30, 2020, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed thirty four thousand five hundred sixty (\$34,560). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

Contractor shall provide District with a monthly invoice by the 30th of each month. District shall make payments to Contractor on a monthly basis.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

OTM will facilitate the Transition Team to create a **vision** for the 2020-2021 School Year including: a graduate profile for 8th grade students attending the school, school community culture parent engagement/education, academic performance measures, age appropriate discipline practices, staffing and teacher training, school operations including budgeting, governance and student recruitment including marketing/outreach in time for open enrollment.

OTM will also assist in the development of working agreements and team development practices for all members of the Team along with a decision-making matrix and an efficient project timeline.

OTM will provide the framework and coaching to the Team to prepare to implement the TK-8 Charter curriculum devised by the Team with input from students, parents and staff to begin in August 2020.

OTM will provide guidance about the integrated curriculum of dual immersion with traditional middle school in accordance with the goals of the District regarding instructional practice/outcomes.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

xx Provides a coherent, rigorous, and relevant teaching and learning program to graduate college and career ready students.

xx Increases student and family wellness and engagement through the full-service community school model.

xx Serves all students with a fair, just, and equitable distribution of resources: Personnel, financial, and instructional.

xx Provides safe and inviting facilities with current technology.

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including

unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

9. Taxes. Federal Internal Revenue Service's regulations require that school districts report all payments to individuals for CONTRACTOR services. CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this CONTRACT. In the event DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on these earnings.

10. Indemnification:

- (a) CONTRACTOR shall indemnify, defend with counsel acceptable to DISTRICT, and hold harmless to the full extent permitted by law, DISTRICT and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with CONTRACTOR'S performance or failure to perform its obligations under this CONTRACT, except such Liability caused by the active negligence, sole negligence or willful misconduct of the DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts. Notwithstanding the foregoing, however, in the event that a court determines that liability with respect to any Liability was caused or contributed to by the negligent act, error, omission or the willful misconduct of DISTRICT, liability will be apportioned between CONTRACTOR and DISTRICT with regard to such Liability based upon the parties' respective degrees of culpability, as determined by the court, and CONTRACTOR's duty to indemnify DISTRICT with respect to satisfaction of the judgment only (but not to costs of defense previously incurred by CONTRACTOR) will be limited accordingly.
- (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder, if and to the extent caused by CONTRACTOR or any agent or representative of CONTRACTOR.

11. Insurance: With respect to the performance of work under this CONTRACT, CONTRACTOR shall maintain and shall require all of its subcontractors, if any, to maintain insurance as indicated below:

- (a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT".

(b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to premises and operations liability, independent CONTRACTOR's liability, and personal injury liability.

(c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

(d) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

(1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this CONTRACT.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Sexual Abuse and Molestation coverage in an amount no less than \$1,000,000 per occurrence, with an annual aggregate of \$2,000,000, endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Contractor will be directly supervising children]**

(f) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this CONTRACT is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Professional Services is checked on first page]**

(g) Documentation: The following documentation shall be submitted to the DISTRICT:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this CONTRACT.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this CONTRACT.

(3) Upon DISTRICT'S written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(h) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(i) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this CONTRACT; the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this CONTRACT and obtain damages from the CONTRACTOR resulting from the breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

12. Termination:

(a) DISTRICT may terminate this CONTRACT without cause by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the CONTRACT without cause, it shall pay CONTRACTOR for services satisfactorily rendered to such date.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the CONTRACT, either party may immediately terminate this CONTRACT by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered, provided, however, that there shall be deducted from such amount the amount of liquidated damages, if any, sustained by DISTRICT by virtue of any breach of the CONTRACT by CONTRACTOR.

13. Fingerprints. The DISTRICT has considered the totality of the services to be provided under this CONTRACT and has determined that CONTRACTOR and CONTRACTOR'S employees are subject to the fingerprinting requirements of Education Code section 45125.1. CONTRACTOR shall submit fingerprints for review by the Department of Justice and authorize DISTRICT to receive subsequent arrest and conviction notifications.

14. Confidentiality. CONTRACTOR acknowledges the protections afforded to student health and related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and privacy Act (FERPA), and under provisions of state law and DISTRICT policy relating to privacy. CONTRACTOR shall ensure that all activities undertaken pursuant to this CONTRACT comply with these requirements.

15. Ownership of Work Product: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any work product gathered or computed by CONTRACTOR prior to termination of this CONTRACT by DISTRICT or upon completion of the work pursuant to this CONTRACT.

16. Assignment. The obligations of the CONTRACTOR pursuant to this CONTRACT shall be performed solely by CONTRACTOR and shall not be assigned or transferred by the CONTRACTOR to any third party or employee/agent of CONTRACTOR without the DISTRICT'S prior written consent.

17. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to CONTRACTOR,

CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this CONTRACT or accruing out of the performance of such operations.

18. Permits/Licenses. CONTRACTOR shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this CONTRACT.

19. Entire CONTRACT/Amendment. This CONTRACT and any attachments constitute the entire CONTRACT among the parties to it and supersede any prior or contemporaneous understanding or CONTRACT with respect to the services contemplated, and may be amended only by a written amendment executed by both parties. Should the CONTRACT terms conflict with any amendments attached hereto, this CONTRACT shall govern.

20. Notice. All notices or demands to be given under this CONTRACT by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which either party may give notices or demands may be changed by written notice given in accordance with the notice provisions of this section. At the date of this CONTRACT, the addresses of the parties are as follows:

DISTRICT:

Santa Rosa City Schools

211 Ridgway Ave

Santa Rosa, CA 95401

707-890-3800

mmartin@srcs.k12.ca.us

CONTRACTOR:

Name: On The Move

Street: 780 Lincoln Avenue

City/State/Zip: Napa, California 94558

Phone: 707 251-9432

Email: diana@onthemovebayarea.org

21. Nondiscrimination. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this CONTRACT are incorporated by this reference.

22. Extra (Changed) Work. Only the Superintendent may authorize extra (and/or changed) work, which shall be in writing and thereafter ratified by the Board. The parties expressly recognize that DISTRICT and DISTRICT personnel are without authorization either to order extra (and/or changed) work or to waive contract requirements. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.

23. Conflict of Interest. CONTRACTOR represents that it presently has no interest, which would conflict in any manner or degree with the performance of services contemplated by this CONTRACT. CONTRACTOR further represents that in the performance of this CONTRACT, no person having such interest will be employed. If CONTRACTOR participates in the planning, development, or negotiation of a

contract for the District, CONTRACTOR may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.

24. Severability. If any term, condition, or provision of this CONTRACT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25. Governing Law. The terms and conditions of this CONTRACT shall be governed by the laws of the State of California with venue in Sonoma County, California, and no other place.

THIS CONTRACT IS ENTERED INTO THIS 1st DAY OF January 2, 2020.

DISTRICT

Signature: _____

Rick Edson

Assistant Superintendent

mmartin@srcs.k12.ca.us

707-890-3800

AUTHORIZED SIGNER *or* CONTRACTOR

Signature: Alissa dy Abdo

Print Name: Alissa ~~Gentile~~ Abdo

Title: Executive Director

Email: alissa@onthemovebayarea.org

Phone: 707 251-9432

1. Services.

(a) DISTRICT's Responsibilities and Duties:

- SRCS will assess and identify students for Special Education and, as per the student's Individualized Education Program (IEP), developed in accordance with the IDEA, refer appropriate students to attend the NBCC James Monroe site.
- SRCS will provide funding at the daily rate of \$52.33/student for three (3) identified students, in the preschool program provided by NBCC for 4 hours per school day during the regular school year.
- SRCS will provide funding at the daily rate of \$52.33/student for three (3) identified students, in the preschool program provided by NBCC for 4 hours per school day for up to 20 school days during the Extended School Year (ESY) program.
- SRCS will work with NBCC to follow enrollment protocol by ensuring the child/family completes all NBCC enrollment procedures.
- A SRCS Special Education Teacher shall provide a minimum of 2 hours per week on site in collaboration/consultation with the NBCC Teacher to advise on curriculum, services, accommodations/modifications, and other supports for the purpose of providing assistance for the student's success in the NBCC program.
- A SRCS Special Education Teacher shall provide the student with direct service when a student needs that service, as identified in the student's IEP.
- SRCS service providers will provide direct support services (i.e. Speech Therapy, Occupational Therapy, Adapted P.E.) when a student needs that service, as identified in the student's IEP.
- SRCS will invite the NBCC Teacher to participate in the IEP process and IEP meetings for each student.
- District will provide one classroom for NBCC preschool programs at James Monroe.
- District will provide custodial and maintenance support for the preschool classroom at no cost to NBCC.
- District will provide payments to NBCC on a monthly basis following monthly invoicing by contractor for the 3 seats. No pro-ration will apply to vacant seats.
- This contract between North Bay Children's Center (NBCC) and Santa Rosa City Schools shall be reviewed on a yearly basis.

(b) CONTRACTOR's Responsibilities and Duties:

- NBCC will save 3 seats, for identified SRCS students for 4 hours per school day.
- NBCC will work with SRCS to ensure identified students/families complete all NBCC enrollment procedures.
- NBCC shall provide high quality preschool classroom and curriculum. NBCC shall meet with a SRCS Special Education Teacher to collaborate/consult on curriculum, services, accommodations/modifications, and other supports for the purpose of providing assistance for the student's success in the NBCC program.
- NBCC shall support all identified accommodations/modifications identified in the student's IEP.
- The NBCC Teacher will participate in the IEP process and IEP meetings for each identified student.
- NBCC will track the daily attendance for each identified student and share this information with SRCS on a monthly basis. NBCC will provide SRCS notification if a student is absent for 5 or more consecutive days or has less than an 85% attendance rate.

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on January 6, 2020 and will continue through June 30, 2020 subject to revision and renewal with BOARD approval in

subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed. Seventeen Thousand, Eight Hundred Ninety Seven dollars (\$17,897.00). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

\$14,757 for 3 students 94 days SY and \$3,140.00 for 3 students 20 days ESY at \$52.33 per student per day totaling \$17,897.00 per contract.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

- NBCC provides evidence-based school-readiness programs at the James Monroe and Steele Lane Elementary campuses designed to increase the number of preschool children entering kindergarten healthy and ready to learn. NBCC works closely with our elementary school partners on curriculum alignment along with opportunities for parent involvement in the school community.
- NBCC uses the Desired Results Developmental Profile (DRDP) to track the progress of all the students and plan targeted activities where children will develop the necessary skills to reach the next developmental level. The expected, quantifiable outcome is for each child to demonstrate an increase in content knowledge across all curriculum areas. Students are assessed 60 days after their initial enrollment and again 6 months later. These areas of development include: social-emotional, cognitive, language, physical and nutrition education.
- Through intentional planning, antidotal observations, detailed DRDP assessments, child centered curriculum, and family partnerships and participation, James Monroe and Steele Lane kindergarten teachers have reported that children transitioning to kindergarten from NBCC preschool are more prepared and ready to learn.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

- ☒ Provides a coherent, rigorous, and relevant teaching and learning program to graduate college and career ready students.
- ☐ Increases student and family wellness and engagement through the full-service community school model.
- ☒ Serves all students with a fair, just, and equitable distribution of resources: Personnel, financial, and instructional.
- ☐ Provides safe and inviting facilities with current technology.

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S

employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

9. Taxes. Federal Internal Revenue Service's regulations require that school districts report all payments to individuals for CONTRACTOR services. CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this CONTRACT. In the event DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on these earnings.

10. Indemnification:

- (a) CONTRACTOR shall indemnify, defend with counsel acceptable to DISTRICT, and hold harmless to the full extent permitted by law, DISTRICT and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with CONTRACTOR'S performance or failure to perform its obligations under this CONTRACT, except such Liability caused by the active negligence, sole negligence or willful misconduct of the DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.
- (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder.

11. Insurance: With respect to the performance of work under this CONTRACT, CONTRACTOR shall maintain and shall require all of its subcontractors, if any, to maintain insurance as indicated below:

- (a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT".
- (b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to premises and operations liability, independent CONTRACTOR's liability, and personal injury liability.

(c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

(d) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

(1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this CONTRACT.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Sexual Abuse and Molestation coverage in an amount no less than \$1,000,000 per occurrence, with an annual aggregate of \$2,000,000, endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Contractor will be directly supervising children]**

(f) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this CONTRACT is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Professional Services is checked on first page]**

(g) Documentation: The following documentation shall be submitted to the DISTRICT:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this CONTRACT.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this CONTRACT.

(3) Upon DISTRICT'S written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(h) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(i) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this CONTRACT; the same shall be deemed a material breach of

contract. DISTRICT, at its sole option, may terminate this CONTRACT and obtain damages from the CONTRACTOR resulting from the breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

12. Termination:

(a) DISTRICT may terminate this CONTRACT without cause by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the CONTRACT without cause, it shall pay CONTRACTOR for services satisfactorily rendered to such date.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the CONTRACT, either party may immediately terminate this CONTRACT by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered, provided, however, that there shall be deducted from such amount the amount of liquidated damages, if any, sustained by DISTRICT by virtue of any breach of the CONTRACT by CONTRACTOR.

13. Fingerprints. The DISTRICT has considered the totality of the services to be provided under this CONTRACT and has determined that CONTRACTOR and CONTRACTOR'S employees are subject to the fingerprinting requirements of Education Code section 45125.1. CONTRACTOR shall submit fingerprints for review by the Department of Justice and authorize DISTRICT to receive subsequent arrest and conviction notifications.

14. Confidentiality. CONTRACTOR acknowledges the protections afforded to student health and related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and privacy Act (FERPA), and under provisions of state law and DISTRICT policy relating to privacy. CONTRACTOR shall ensure that all activities undertaken pursuant to this CONTRACT comply with these requirements.

15. Ownership of Work Product: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any work product gathered or computed by CONTRACTOR prior to termination of this CONTRACT by DISTRICT or upon completion of the work pursuant to this CONTRACT.

16. Assignment. The obligations of the CONTRACTOR pursuant to this CONTRACT shall be performed solely by CONTRACTOR and shall not be assigned or transferred by the CONTRACTOR to any third party or employee/agent of CONTRACTOR without the DISTRICT'S prior written consent.

17. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this CONTRACT or accruing out of the performance of such operations.

18. Permits/Licenses. CONTRACTOR shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this CONTRACT.

19. Entire CONTRACT/Amendment. This CONTRACT and any attachments constitute the entire CONTRACT among the parties to it and supersede any prior or contemporaneous understanding or CONTRACT with respect to the services contemplated, and may be amended only by a written amendment executed by both parties. Should the CONTRACT terms conflict with any amendments attached hereto, this CONTRACT shall govern.

20. Notice. All notices or demands to be given under this CONTRACT by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which either party may give notices or demands may be changed by written notice given in accordance with the notice provisions of this section. At the date of this CONTRACT, the addresses of the parties are as follows:

DISTRICT:

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401
707-528-5381
dmartin@srcs.k12.ca.us

CONTRACTOR:

North Bay Children's Center (NBCC)
932 C. St.
Novato, CA 94949
415-883-6222
sgilmore@nbcc.net

21. Nondiscrimination. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this CONTRACT are incorporated by this reference.

22. Extra (Changed) Work. Only the Superintendent may authorize extra (and/or changed) work, which shall be in writing and thereafter ratified by the Board. The parties expressly recognize that DISTRICT and DISTRICT personnel are without authorization either to order extra (and/or changed) work or to waive contract requirements. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.

23. Conflict of Interest. CONTRACTOR represents that it presently has no interest, which would conflict in any manner or degree with the performance of services contemplated by this CONTRACT. CONTRACTOR further represents that in the performance of this CONTRACT, no person having such interest will be employed. If CONTRACTOR participates in the planning, development, or negotiation of a contract for the District, CONTRACTOR may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.

24. Severability. If any term, condition, or provision of this CONTRACT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25. Governing Law. The terms and conditions of this CONTRACT shall be governed by the laws of the State of California with venue in Sonoma County, California, and no other place.

THIS CONTRACT IS ENTERED INTO THIS _____ DAY OF _____ ,

DISTRICT

By: _____
Signature
Rick Edson
Typed Name
Assistant Superintendent Business Services
Title
707-528-5381
Telephone Number
dmartin@srcs.k12.ca.us
Email Address

CONTRACTOR

By: _____
Signature
Susan Gilmore
Typed Name
Executive Director
Title
415-883-6222
Telephone Number
sgilmore@nbcc.net
Email Address



SAY

Social Advocates for Youth www.saysc.org

Social Advocates for Youth

Helping Sonoma County youth & families grow stronger

MENTAL HEALTH SERVICE AGREEMENT

Santa Rosa City School District and Social Advocates for Youth Concerning Counseling Services

The Service Agreement is entered into this _____ day of _____, 2019 by and between the **Santa Rosa City School District** (hereinafter SRCS) and **Social Advocates for Youth** (hereinafter SAY). It is expressly understood and agreed by both parties as follows:

SRCS will:

- Provide a private room at the identified sites for use by the SAY Mental Health Clinician during time agreed upon for group. Identified sites may include: Albert Biella Elementary, Herbert Slater Middle, Hilliard Comstock Middle, Maria Carrillo High School, Elsie Allen High School and Ridgway High School.
- Keep in regular communication with the Coordinator of Grief Services at SAY concerning the needs of the site receiving services and degree to which the SAY Clinician is meeting those needs.
- Commit to accommodate services provided by SAY for the agreed period ending July 31, 2020.
- Site administration and/or staff will complete all referral forms and surveys as requested.

Social Advocates for Youth will:

- Provide a qualified Mental Health Clinician to provide counseling services to youth on site. Services provided by Clinician may include up to two 8-10 week support groups per session (fall, winter, spring), per site. Services may also include mental health trainings to SRCS staff or parents when agreed upon. Clinician may also support staff and/or youth regarding referrals for other services. These services are funded through foundation grants and are provided at no cost to the SRCS.
- Provide supervision and case-consultation meetings for SAY employee on a weekly basis.
- Ensure that the Mental Health Clinician follows the legal, ethical, and professional guidelines of the Mental Health Profession.
- Ensure that the Mental Health Clinician is fingerprinted and must be cleared by the Department of Justice and Federal Bureau of Investigations prior to starting employment at SAY.
- Ensure that the Mental Health Clinician has received a testing for and has been cleared by a health care provider that they are not infected with tuberculosis prior to starting employment at SAY.
- Ensure that the scope of responsibilities of the Mental Health Clinician is consistent with the site's needs and the individual Mental Health Clinician's level of training and experience.
- Ensure that the Mental Health Clinician responds to the staff at SRCS in a professional, consistent, and reliable manner in order to build the trust and connections that help facilitate our shared goals and outcomes.
- Will track referrals, services provided and participation data to determine programmatic efficacy. SAY will collect survey data that measures participant and school administration satisfaction with services.

Rationale for Schools Receiving Services:

- Albert Biella Elementary: This school has received SAY Grief Services for the last year and both the Principal and School Counselor have reached out requesting services.
- Herbert Slater Middle School: This school is requesting SAY Grief Services as they have a number of students struggling with the recent death of a loved one.



American Red Cross

This 2017 California Wildfire recovery project was funded in part by a grant from the American Red Cross.



SAY

Social Advocates for Youth www.saysc.org

Social Advocates for Youth

Helping Sonoma County youth & families grow stronger

- Hilliard Comstock Middle School: This school is requesting SAY Grief Services as they have a number of students who have been affected by immigration processes.
- Maria Carrillo High School: This school is requesting services to support students involved in/affected by an auto accident that occurred over the summer that resulted in the death of a student. This school has also been short-staffed this school year.
- Elsie Allen High School and Ridgway High School have both identified a number of youth grieving the death of a loved one and are requesting groups.

By: _____
Stephen Mizera, Assistant Superintendent
Student and Family Services
Santa Rosa City Schools District
211 Ridgeway Ave
Santa Rosa, CA 95401
Phone: (707) 890-3800 x80301
Date: _____

By: Elizabeth Goldman
Elizabeth Goldman, Interim Chief Executive
Officer/Chief Program Officer
Social Advocates for Youth
2447 Summerfield Rd.
Santa Rosa, CA 95405
Phone: (707) 544-3299 x210
Date: 12-2-2019



American Red Cross

This 2017 California Wildfire recovery project was funded in part by a grant from the American Red Cross.

ADDENDUM TO CONTRACT

Between

NWEA

And

Santa Rosa City Schools

This addendum to the original contract with NWEA, Board approved on Sept. 11, 2019, is for services including grant development proposals to be submitted to government agencies and private foundations and to identify funding sources to support the Santa Rosa City Schools' strategic planning goals and values.

The contract, under Item 2. Term, is amended to read: CONTRACTOR shall commence providing service under this CONTRACT on January 1, 2020 and will continue through June 30, 2020, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in not event shall this CONTRACT exceed a term of five (5) years.

The contract, under Item 3. Compensation, is amended to read: District agrees to pay CONTRACTOR for service satisfactorily rendered pursuant to this CONTRACT, a total fee not to exceed \$78,340. This is an additional \$6,000, over the original contract of \$72,340.

IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written.

DocuSigned by:
By: 
GERI COHEN CFO
Date: 12/4/2019

SANTA ROSA CITY SCHOOL DISTRICT

By: _____

Rick Edson
Deputy Superintendent

Date: _____