



Isabella Scocozza
Township of Union Public Schools
Director of Instruction and Funded Programs
(908)-851-6553

Approve Inspired Instruction, LLC to coordinate half day professional development trainings at Union High School for all staff members for the 2022-2023 school year. The workshops will focus on the following topics: Teambuilding for Staff and Professional Learning Communities: Building Capacity for Success. Amount \$4875 to be paid for using Title I funds Account Extension: 16669



Written on November 7, 2022 by Jaclyn Scotto Siano **22-23-NJ-139r1**
Revised on January 6, 2023 by Jaclyn Siano

Inspired Instruction, LLC

Proposal for

Union High School

School Year 2022-2023

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Introduction

Inspired Instruction (the “Company”) is a team of educators that are specialists in curriculum, instruction, and assessment. Inspired Instruction Specialists will assist the district to support teachers in the use of best practices and effective implementation of a standards-aligned curriculum. Our team will create a customized plan based on a job-embedded approach to professional development. Inspired Instruction’s Specialists and product developers are certified educators with years of distinguished service as teachers, supervisors, and administrators.

Overview of Activities

Professional Development

Workshops

- Team Building for Staff: This workshop focuses on building positive and supportive school climates. Participants will engage in a variety of activities that focus on teamwork, communication, and relationships. A debrief will occur at the end of the activities, and participants will discuss how they can use and adapt them in their own classrooms.
- Professional Learning Communities: Building Capacity for Success: In this workshop, participants will begin by gaining an overview of the PLC process in addition to the research-supported benefits PLCs offer to a school's climate. From there, participants will work on identifying and defining roles, expectations, and norms of PLCs. As a whole group, multiple implementation ideas and best practices will be shared, modeled, and discussed.

Timeline of Activities

Cohort	Date	Activity
Teachers	5 half days January 23, 2023	PM: Two 1 hour workshops per group (<i>Team Building for Staff</i> and <i>PCLs: Building Capacity for Success</i>)

Schedule of Services

Activities	Quantity	Price	Cost*	Total
Workshops	5 half days	\$1,400	\$975	\$4,875
TOTAL				\$4,875

*denotes discounted price

**School is required to make copies of all handouts for in-person workshops

Terms and Conditions

1. **Duties:** The Consultant will provide services to the Board, District, and/or School (the "Board") as an educational consultant in accordance with the activities outlined in the Schedule of Services incorporated herein. Specifically, the Consultant shall perform, to the commercially reasonable satisfaction of the Board, such duties as are outlined in the Schedule of Services under the terms and conditions set forth herein. Unless otherwise agreed upon by the Parties, the Consultant shall provide all services defined by this Agreement on behalf of the Board in a commercially reasonable manner, and the Consultant shall devote commercially reasonable efforts to the rendering of educational consulting services required to be provided under this Agreement.
2. **Planning Meeting and Scheduling:** In preparation for the successful launch and implementation, the Consultant strongly encourages districts to participate in a Planning and Implementation Meeting which is conducted between Inspired Instruction, LLC and the appropriate Board representative. The objective of the meeting is to solidify the implementation timeline, schedule, and district (and consultant's) expectations for the implementation of services. *The Board is required to furnish a purchase order to the Company prior to the commencement of services under this agreement. **Failure to provide a purchase order may result in a delay of scheduling and commencement of services under this agreement.***
3. **Compensation:** In consideration of the Consultant's services to the Board hereunder, the Board shall pay to the Consultant as compensation the sums set forth in the Schedule of Services based upon the following terms:
 - a. New clients or other clients may be expected to pay in advance for services rendered.
 - b. Invoices from the Consultant shall be paid within twenty-one (21) days of the date of invoice.
 - c. The Consultant will issue Invoices no later than seven (7) days following the month of service. However, the Consultant reserves the right to invoice immediately upon completion of service for each month.
 - d. If any amount invoiced is disputed, the Board shall inform the Consultant within seven (7) days of the delivery of services. The Board shall pay the Consultant the value of the invoice less the disputed amount in accordance with these payment terms.
 - e. Invoices that remain unpaid for thirty (30) days after the due date may be assessed a surcharge equal to 2.5% of the outstanding amount.
 - f. Scheduled days that are canceled for any reason (i.e. lack of coverage, technical issues, schedule conflict, etc.) within 24 hours of the scheduled start time will be billed at 50% of the cost of the scheduled day.

The Consultant is an independent contractor, and is not an agent or employee of the Board and will not hold itself out as, or give any person any reason to believe that it is, an employee, agent, or partner of the Board.
4. **Termination:** The Parties may mutually terminate this Agreement at any time on thirty (30) days written notice to the other Party, *provided, however*, that any of the outstanding payments provided for in Paragraph 3 of the Terms & Conditions of this Agreement will be paid to the Consultant up to the effective date of the termination of this Agreement.
5. **Non Disclosure of Confidential Information by either Party; Intellectual Property:** "Confidential Information" shall include, but is not limited to, each respective Party and its parent's, subsidiaries', and affiliates' past and/or current performance, sales, financial, pricing, cost, contractual and marketing information, ideas, strategy, work product, communications, knowledge and data, and all processes, products, formulae, designs, practices, techniques, trade secrets, research, know-how and customer lists, unless such information is in the public domain to such an extent as to be readily available to competitors. Without limiting the generality of the foregoing, any and all work product, ideas, inventions, know-how, information, techniques, customer contacts, forms of contract and works of authorship conceived or developed by the Consultant during the Term, shall be deemed Confidential Information and Intellectual Property **of the consultant**, and shall be the sole and exclusive property of the Consultant, and the Consultant shall own the copyright in all such works of authorship and/or Intellectual Property generated or created in connection with the rendering of services hereunder.
6. **Entire Agreement:** This Agreement constitutes the entire agreement of the Parties relating to the subject matter hereof, and except as hereinafter provided, supersedes all prior agreements of the Parties with respect to the subject matter hereof. This agreement may not be changed or amended, except in writing signed by the Parties and approved by the Board and the Consultant.

Contacts, Signatures and Acceptance

Inspired Instruction Contact

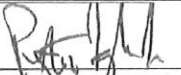
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School and/or District Contact

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Union High School
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Union, NJ 07803
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abossard@twpunionschools.org

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year written below:

Inspired Instruction, LLC

By: 
Name: Preston T. Faykus, CEO

Date: January 6, 2023

School District

By: _____

Date: _____

Name: _____

