

AGREEMENT #: 44443

**AGREEMENT FOR *PROJECT GLAD*® TRAINING SERVICES
FOR BETHEL SCHOOL DISTRICT**

This Agreement is hereby entered into between the Orange County Superintendent of Schools, operating as the Orange County Department of Education (“OCDE”), 200 Kalmus Drive, Costa Mesa, California 92626 (hereinafter referred to as “Superintendent,”) and Bethel School District

516 176th Street East, Spanaway, Washington 98387 (253) 683-6992
Mailing Address City State Zip Telephone Number

(hereinafter referred to as “District.”) Superintendent and District shall be individually referred to as “party” and collectively referred to as the “Parties.”

WHEREAS, District is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, District is in need of such special services and advice; and

WHEREAS, Superintendent, through the OCDE National Training Center (“NTC”) developed the *Project GLAD*® training model and is specially trained, experienced and competent to perform the special services required by the District, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

1. Services. Superintendent shall provide training to teachers and/or school administrators in OCDE’s *Project GLAD*® training model as set forth on the “Proposal for *Project GLAD*® Training Services for Bethel School District” attached hereto as Exhibit “A” and incorporated herein by reference (hereinafter referred to as the “Services”).

2. Term. Superintendent shall commence providing Services under this Agreement on July 31, 2017, and will diligently perform as required and complete performance by August 4, 2017.

3. Compensation. District agrees to pay Superintendent for Services rendered pursuant to this Agreement in a total amount not to exceed Six thousand five hundred Dollars (\$6,500.00), which includes reimbursement for travel related expenses and training materials as specifically set forth in Exhibit “A” attached hereto and incorporated herein by reference.

3.1 District shall pay Superintendent within thirty (30) calendar days of receipt of an invoice from Superintendent. Payment shall be sent to Superintendent's designee identified in Section 15 of this Agreement.

3.2 District shall provide Superintendent with at least thirty (30) days prior written notice from the date of any scheduled OCDE *Project* GLAD® training to change the number of participants originally scheduled for the training or the date of such training.

3.2.1 In the event District reduces the number of participants originally scheduled to attend any OCDE *Project* GLAD® training, and District fails to provide Superintendent with thirty (30) days prior written notice, District agrees that it will be charged for the original number of scheduled participants as well as all travel related expenses incurred by Superintendent, including but not limited to airfare, rental car, lodging and meals.

3.2.2 In the event District increases the number of participants originally scheduled to attend any OCDE *Project* GLAD® training, District agrees that it will be charged for each additional participant as well as any additional travel related expenses incurred by Superintendent, including but not limited to airfare, rental car, lodging and meals, to provide additional OCDE *Project* GLAD® trainers. If District fails to provide Superintendent with thirty (30) days prior written notice of any increase in the number of participants originally scheduled to attend any OCDE *Project* GLAD® training, Superintendent reserves the right to prohibit such additional participants from attending the OCDE *Project* GLAD® training.

3.2.3 In the event District changes the date of any originally scheduled OCDE *Project* GLAD® training and District fails to provide Superintendent with thirty (30) days prior written notice, District agrees that it will be charged for all travel related expenses incurred by Superintendent, including but not limited to airfare, rental car, lodging and meals.

3.3 In the event of a natural disaster or other unforeseen circumstance such as inclement weather, fire, or school lock down, that impacts the ability of Superintendent's *Project* GLAD® trainers to complete the Services, or results in additional travel related expenses, District agrees that it shall pay for any additional costs incurred by Superintendent as a result of such natural disaster or unforeseen circumstance, including but not limited to additional travel related expenses.

4. Independent Contractor. Superintendent, in the performance of this Agreement, shall be and act as an independent contractor. Superintendent 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.

5. Originality of Services. District agrees that all technologies, formulae, procedures, processes, methods, ideas, dialogue, prepared for and submitted by Superintendent to the District in connection with the Services set forth in this Agreement are wholly original to Superintendent and shall not be copied or used in whole or in part by District without Superintendent's express written permission. District further agrees that all writings and materials, compositions, recordings, teleplays, and/or video productions prepared for, written for, or otherwise submitted by Superintendent ("Content") to the District and/or used in connection with the Services set forth in this Agreement, reflect the intellectual property of, and copyright interests held by Superintendent and shall not be copied or used in whole or in part by District without Superintendent's express written permission.

6. Copyright/Trademark/Patent. District understands and agrees that all Content produced under this Agreement is the property of Superintendent and cannot be used without Superintendent's express written permission. District further acknowledges that OCDE holds a copyright interest in all GLAD™ and PROJECT GLAD® related trademarks, and a copyright interest in the PROJECT GLAD® program, training materials, and corresponding intellectual property reflected in and included in the Content, as described. District acknowledges and agrees that Superintendent shall have all right, title and interest in said Content, including the right to secure and maintain the copyright, trademark and/or patent of said Content.

7. Termination. Either party may, with or without reason, terminate this Agreement by giving sixty (60) days prior written notice to the other party. In the event the Agreement is terminated, District shall compensate Superintendent for services rendered to the date of termination. Written notice shall be deemed given when received by the other party or no later than three (3) calendar days after the day of mailing, whichever is sooner.

8. Hold Harmless.

8.1 Superintendent agrees to and does hereby indemnify, hold harmless, and defend District and its governing board, elected officials, officers, agents, and employees from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever which may be incurred by reason of death or bodily injury to person; injury to, loss or theft of property; any other loss, damage or expense resulting from or arising out of this Agreement or its performance, to the extent that such loss, damage, injury, expense or liability was proximately caused by the negligent or willful act or omission of Superintendent, including without limitation its employees, agents, or officers.

8.2 District agrees to and does hereby indemnify, hold harmless, and defend Superintendent and its governing board, elected officials, officers, agents, and employees from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever which may be incurred by reason of death or bodily injury to person; injury to, loss or theft of property; any other loss, damage or expense resulting from or arising out of this Agreement or its performance, to the extent that such loss, damage, injury, expense or liability was proximately caused by the negligent or willful act or omission of District, including without limitation its employees, agents, or officers.

9. Insurance. Each party shall maintain its own comprehensive insurance coverage to protect the Parties against liability or claims of liability which may arise out of this Agreement. Each party will provide a copy of its certificates of insurance evidencing all coverages and endorsements upon written request of the other party.

10. Assignment. The obligations of the Parties pursuant to this Agreement shall not be assigned, in whole or in part without the prior written consent of the other party.

11. Compliance With Applicable Laws. Superintendent 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 Superintendent, Superintendent's Services and personnel engaged in Services covered by this Agreement or accruing out of the performance of such Services.

12. Entire Agreement/Amendment. This Agreement and the exhibits attached hereto constitute the entire agreement among the Parties to it and supersede any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both Parties to the Agreement.

13. Nondiscrimination. The Parties agree that they will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, sex, marital status, age or other characteristics protected by federal or state laws.

14. Non Waiver. The failure of District or Superintendent to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

15. Notice. All notices or demands to be given under this Agreement by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third (3rd) day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this Agreement, the addresses of the Parties are as follows:

DISTRICT:
Bethel Schools District
516 176th Street East
Spanaway, Washington 98387
Attn: Lori Haugen, Executive Director

SUPERINTENDENT:
Orange County Superintendent of Schools
200 Kalmus Drive
Costa Mesa, California 92626
Attn: Patricia McCaughey, Administrator

16. Severability. If any term, condition or provision of this Agreement 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.

17. Attorney Fees/Costs. Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs, and attorneys' fees.

18. Headings. The headings contained in this Agreement are provided exclusively for reference and the convenience of the Parties. No legal significance of any type shall be attached to the headings.

19. Counterparts. This Agreement may be signed and delivered in two counterparts, each of which, when so signed and delivered, shall be an original, but such counterparts together shall constitute the one instrument that is the Agreement, and the Agreement shall not be binding on any party until all Parties have signed it. Facsimile signatures shall be deemed for all intents and purposes as binding as original signatures.

20. Authorized Signatures. The individuals signing this Agreement warrant that they are authorized to do so, and further, that they are authorized to make the promises in this Agreement on behalf of the respective Parties. The Parties understand and agree that a breach of this warranty shall constitute a breach of the Agreement and shall entitle the non-breaching party to all appropriate legal and equitable remedies against the breaching party.

21. Governing Law. The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Orange County, California.

22. Exhibits. This Agreement incorporates by this reference, any exhibits, which are attached hereto and incorporated herein.

a. Exhibit A.

23. Approval by District Governing Board. This Agreement is contingent upon approval by the District's governing board. District agrees that it will submit this Agreement once executed by the Parties, to its board for approval at the next available governing board meeting and will recommend to the board that it approve this Agreement. In the event the board does not approve the Agreement, District shall notify Superintendent in writing, within five (5) calendar days of said event.

[Signatures on following page]

IN WITNESS THEREOF, the Parties hereto have approved and executed this Agreement on this 14th day of June, 2017.

Bethel School Dist. Orange County Superintendent of Schools
Name of District

By: Lori Haugen

By: Patricia McCaughey

Lori Haugen
Typed Name

Patricia McCaughey
Typed Name

Executive Director
Title

Administrator
Title

95-6000943
Taxpayer Identification Number

Bethel School District-Project GLAD- (Legal Dept April 2014(44443)17
ZIP 6

EXHIBIT "A"

Exhibit "A"

April 2014



OCDE Project GLAD®
A Program of Academic Excellence
 Orange County Department of Education
 200 Kalmus Drive, Costa Mesa, CA 92626
 (714) 966-4156



PROPOSAL FOR OCDE PROJECT GLAD® TRAINING SERVICES

Bethel School District
 516 176th Street East
 Spanaway, WA 98387

Lori Haugen, Executive Director Special Services

lhaugen@bethelsd.org
 253-683-6992

Element 4

created by Susan Dunkin

Purpose of this Document

The purpose of this document is to clearly outline the proposed services and provide a cost estimate. This document is not a contract but will be used to develop a contract between the Orange County Department of Education (OCDE) and your school, district or agency. In order to expedite the development of a formal contract, please review this proposal and communicate to the OCDE National Training Center (NTC) *Project GLAD®* your approval, desired changes or questions.

Orange County Department of Education NTC *Project GLAD®* Contact:

(714) 966-4156
projectglad@ocde.us
 (714) 662-2314 (fax)

Maria Maningding
Mmaninading@ocde.us

✓ **(Checked boxes indicate services included in this proposal).**

- ELEMENT #1: OCDE NTC *Project GLAD®* Leadership Ensemble
- ELEMENT #2: OCDE NTC *Project GLAD®* Tier I Training
- ELEMENT #3: OCDE NTC *Project GLAD®* Tier II Training for Trainers In-Training
- ELEMENT #4: OCDE NTC *Project GLAD®* Tier III, Agency Trainer Certification
- ELEMENT #5: OCDE NTC *Project GLAD®* Customized Follow-Up Coaching



ELEMENT #2: OCDE NTC PROJECT GLAD® TIER I TRAINING

PURPOSE: The OCDE NTC *Project GLAD®* Tier I trainings are designed to support participants in becoming effective classroom practitioners of OCDE *Project GLAD®* instructional strategies.

DESCRIPTION OF OCDE NTC PROJECT GLAD® TIER I TRAINING: The Tier I Training includes a 2-Day Research and Theory Workshop where participants will have the opportunity to dialogue and learn with other professionals in the field about the research that supports the OCDE *Project GLAD®* Training Model and its development, planning, and support. An introduction to OCDE *Project GLAD®* units and exposure to effective teaching strategies is examined in depth. Following this workshop, participants will attend the 4/5 Day teaching Demonstration Sessions. The Demonstration Sessions are unique opportunities for teachers to observe students in classrooms utilizing the strategies with an OCDE certified *Project GLAD®* trainer. The participants will be supported by an OCDE NTC *Project GLAD®* trainer who will facilitate a deeper understanding of the strategies, their variations, and engage participants in meaningful conversations around the OCDE *Project GLAD®* Training Model. During the afternoons of the Demonstration Sessions, participants will be able to start planning and preparing materials to use in their own classroom right away to effectively support application and implementation. Follow-up support is also an integral part of this process.

School or district will provide a room for the 2-Day Research & Theory Workshop, and food and beverages for participants. OCDE will provide the trainers.

2-Day Research & Theory Workshops:

DATES: _____

NUMBER OF PARTICIPANTS*: _____

***Note: Maximum number of participants per 2-Day Research & Theory Workshop Session is 46. Each session is provided by two OCDE NTC *Project GLAD®* Trainers.**

Classroom Demonstration Sessions:

DATES: _____

NUMBER OF PARTICIPANTS*: _____

***Note: Maximum number of participants per Demonstration Session is 23. Each session is provided by two OCDE NTC *Project GLAD®* Trainers.**

School or district will provide demonstration classrooms with students. School or district will provide food and beverages for OCDE *Project GLAD®* Demonstration Session participants. OCDE NTC *Project GLAD®* will provide trainers and materials for the demonstration.

**ELEMENT # 2 ESTIMATED COSTS FOR TIER I TRAINING:
(Actual & necessary costs to be reimbursed):**

OCDE Project GLAD® Tier I Training Fees:

Number of participants: _____ at \$1,025.00 per person *	\$ 0.00
Training Binders: _____ at \$45.00 (Learning Guide)	\$ 0.00
Two Day Research & Theory Workshop Sessions:	
Airfare: _____ trips and _____ trainers at \$1000.00	\$ 0.00
Hotel: _____ days and _____ trainers at \$200.00	\$ 0.00
Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate)	\$ 0.00
Food: _____ days and _____ trainers at \$50.00 (per trainer per day)	\$ 0.00
Mileage: _____ miles and _____ days _____ trainers at \$ _____ per mile (Note: Can include travel to airport or site, retrieval of materials, etc.)	\$ 0.00
Shipping for instruction materials: _____ workshops at \$400.00 (per workshop)	\$ 0.00

OCDE Project GLAD® 4/5 Day Demonstration Sessions Fees:

Number of sessions: _____	
Airfare: _____ trips and _____ trainers at \$1,000.00	\$ 0.00
Hotel: _____ days and _____ trainers at \$200.00	\$ 0.00
Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate)	\$ 0.00
Food: _____ days and _____ trainers at \$50.00 (per trainer per day)	\$ 0.00
Mileage: _____ miles and _____ days _____ trainers at \$ _____ per mile (Note: Can include travel to airport or site, retrieval of materials, etc.)	\$ 0.00
Shipping for instruction materials: _____ workshops at \$400.00 (per workshop)	\$ 0.00
Total estimated cost for Element #2 TIER I TRAINING:	\$ 0.00

ELEMENT #3: OCDE NTC PROJECT GLAD® TIER II TRAINING FOR TRAINERS IN-TRAINING

PURPOSE: During the _____ school year, participants will complete the Tier II, Trainer In-Training 3-Day Workshop & 4/5 Day Demonstration Session with the OCDE NTC Project GLAD® staff in support of their preparation to become Tier III OCDE Project GLAD® agency trainers.

DESCRIPTION OF TIER II TRAINING: The OCDE NTC Project GLAD® Trainers In-Training (Tier II) are individuals who have been accepted by the OCDE NTC into the Project GLAD® Training Program. Trainers In-Training must attend Tier II training with the OCDE NTC Project GLAD® staff, submit materials for feedback and evaluation, pass certification and clear any requirements outlined in their individual certification letter in order to provide Tier I OCDE Project GLAD® Training (2-Day Research & Theory Workshops, 4/5 Day Demonstration Lessons, Follow-up and Awareness Presentations) as a OCDE Project GLAD® Agency Trainer (Tier III).

Each successful Tier II Trainer in-Training candidate must complete each of the following items:

Item # 1: Tier II Trainer in-Training Application: All interested Trainer in-Training candidates must submit the OCDE NTC Project GLAD® Trainer In-Training (Tier II) Application for Agency Trainers (Tier III). *School or district will provide a written list of potential candidates to the OCDE NTC a minimum of thirty days prior to the intended first training date.* Only candidates who meet the prerequisites and are accepted into the program will be allowed to attend the training. *The school or district must have a minimum of two (2) Trainers in-Training complete the Tier II requirements and satisfy all Tier III Agency Trainer certification requirements in order to begin implementing its own Tier I trainings for _____ teachers. Tier II Trainer in-Training certification teams are typically comprised of 5 candidates.*

Item # 2: Tier II Trainer in-Training 3-Day Workshop: All Tier II Trainer in-Training candidates must attend a Tier II 3-Day Workshop. The workshop will provide opportunities for Trainers In-Training to learn strategies for working with adult learners, work in collaborative groups, deepen understanding of the OCDE NTC Project GLAD® Tier I model, and develop essential skills as presenters, facilitators and coaches, necessary for Project GLAD® Trainers. In addition the OCDE NTC Project GLAD® Trainers will present the Tier I 2-Day Research and Theory Workshop on days 2 & 3. Trainers In-Training will review and reflect about the theoretical and research base for the training, curriculum model and practical strategies that promote academic language, literacy, and cross-cultural respect in the classroom. A minimum of 8 hours of instruction per day is required (1 hour lunch & breaks not included). *Candidates must successfully complete the entire 3-Day training to continue in the Trainer In-Training Program.*

The district or agency will provide a training room as well as food and beverages for participants. The OCDE NTC Project GLAD® will provide trainers and materials for the demonstration. Student materials, teacher unit materials, and Trainer in-Training handouts are included.

Item # 3: Tier II Trainer In-Training 5-Day Demonstration Session: Following the 3-Day Workshop, Trainers In-Training (Tier II) must attend an additional 5 days of training which include: 3-3½ hours of classroom demonstrations on days one through four where candidates observe the OCDE Project GLAD® model and strategies in a classroom as presented by two OCDE NTC Project GLAD® Trainers; days one through five consist of additional instruction from OCDE NTC Project GLAD® Trainers to support candidates with processing, reflecting, learning, collaborating and planning in a variety of groupings. Each Trainer In-Training will also coach at least one strategy during the week and have a variety of opportunities to reflect and receive feedback. This will provide an opportunity for Trainers in-Training to refine their depth of knowledge of the OCDE NTC Project GLAD® Tier I Model.

The district or agency will provide demonstration classrooms with students as well as food and beverages for participants. OCDE NTC Project GLAD® will provide trainers and materials for the demonstration. Student materials, teacher unit materials, and Trainer in-Training handouts are included.

_____ must notify the OCDE NTC Project GLAD® office of the grade level and unit selection 15 days prior to the 3-Day Workshop. In the event this deadline is missed, the OCDE NTC Project GLAD® will select the grade level & unit.

Follow-Up Support for Tier II Trainers in-Training:

The OCDE NTC *Project GLAD*® will provide support to Trainers in-Training teams in completing & submitting Team video clips, Certification units, team strategy notes, photographs as well as practice and refine OCDE *Project GLAD*® strategies and complete the requirement to move from Trainers in-Training, (Tier II) to Certified Agency Trainer (Tier III) status.

Tier II Trainers in-Training Schedule:

- 1) On or before date which is thirty days prior to the Tier II, _____ submits Tier II applications and proposed/participant/trainer list
- 2) Tier II Trainers in-Training 3-Day Workshop
 DATES: _____
 Training Location: _____
 Food and Refreshment provided by school or district for training participants.
- 3) Tier II Trainers in-Training 5-Day Demonstration Sessions
 DATES: _____ (7:30 a.m. - 4:30 p.m.* approximate times)
 Training Location: _____
- 4) Follow Up Support for Tier II Trainers in-Training
 PROPOSED DATES: _____

**ELEMENT # 3 ESTIMATED COSTS FOR TIER II TRAINING:
 (Actual & necessary costs to be reimbursed):**

Tier II Trainers in-Training Fees:

_____ participants at \$2,150.00 per person* \$ 0.00

OCDE Project GLAD® Tier II Trainers in-Training 3-Day Workshop Sessions Fees:

Airfare: _____ trips and _____ trainers at \$1,000.00 \$ 0.00
 Hotel: _____ days and _____ trainers at \$200.00 \$ 0.00
 Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate) \$ 0.00
 Food: _____ days and _____ trainers at \$50.00 (per trainer per day) \$ 0.00
 Mileage: _____ miles and _____ days _____ trainers at \$ _____ per mile \$ 0.00
 (Note: Can include travel to airport or site, retrieval of materials, etc.)
 Shipping: For instruction materials _____ workshops at \$400.00 per workshop \$ 0.00

OCDE Project GLAD® Tier II Trainers in-Training 5-Day Demonstration Sessions Fees:

Number of sessions: _____
 Airfare: _____ trips and _____ trainers at \$1,000.00 \$ 0.00
 Hotel: _____ days and _____ trainers at \$200.00 \$ 0.00
 Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate) \$ 0.00
 Food: _____ days and _____ trainers at \$50.00 (per trainer per day) \$ 0.00
 Mileage: _____ miles and _____ days _____ trainers at \$ _____ per mile \$ 0.00
 (Note: Can include travel to airport or site, retrieval of materials, etc.)
 Shipping: For instruction materials _____ workshops at \$400.00 per workshop \$ 0.00

TOTAL ESTIMATED COST FOR ELEMENT #3 TIER II TRAINERS IN-TRAINING: \$ 0.00



ELEMENT #4: OCDE's NTC *PROJECT GLAD*® TIER III, AGENCY TRAINER CERTIFICATION

PURPOSE: The purpose of the OCDE NTC *Project GLAD*® Tier III Agency Trainer Certification is to certify Charmee Beauclair, Sarah Myers, Jennifer Blankenship Trainers in-Training to provide OCDE *Project GLAD*® Tier I training to Bethel School District teachers, as OCDE *Project GLAD*® Tier III, Agency Trainers.

OUTCOMES FOR TIER III AGENCY TRAINER CERTIFICATION

Empower each Tier III Agency Trainer to:

- Effectively deliver the OCDE NTC *Project GLAD*® Tier I 2-Day Research & Theory Workshop and 4/5 Day Demonstration following the OCDE's NTC *Project GLAD*® guidelines
- Demonstrate knowledge and understanding of the research, rationale and strategies of the OCDE NTC *Project GLAD*® Tier I 2-Day Research & Theory Workshop and 4/5 Day Demonstration
- Model a variety of structures that deepen collaboration among students and teachers
- Internalize the components of the OCDE NTC *Project GLAD*® Tier I model: 2 Day Research & Theory Workshop, 4-5 Day Demonstration
- Effectively deliver customized Follow-Up support to Bethel School District teachers and administrators
- Understand the expectations for the OCDE NTC *Project GLAD*® Agency Trainers (Tier III) including steps to successfully complete the certification process and requirements for maintaining an authorization to train and active status with the OCDE's NTC.

DESCRIPTION OF the OCDE NTC *PROJECT GLAD*® TIER III AGENCY TRAINER

CERTIFICATION: Upon successful completion of the Tier II Training and Certification, candidates will become OCDE *Project GLAD*® Certified Agency Trainers, Tier III. The Tier III Agency Trainer Certification program prepares Agency Trainers to train teachers to implement the OCDE *Project GLAD*® model and to provide ongoing support at the district and/or school level. OCDE *Project GLAD*® Agency Trainers provide: Tier I training; including 2-Day Workshop and 4/5 Day Demonstration Sessions. Agency Trainers are also available to provide support to their district in the areas of: academic language and literacy for English learners, standards-based instruction, successful management of cooperative learning, strategies for cross cultural respect in the classroom, follow up, and planning and collaboration for teachers.

Upon successful completion of the OCDE *Project GLAD*® Tier III Agency Trainer Certification, all candidates must sign and submit to OCDE, an OCDE NTC *Project GLAD*® Licensing Agreement, in order to become certified and authorized to provide OCDE *Project GLAD*® Tier I Training.

Certification teams may not exceed 5 members per team.

The OCDE NTC *Project GLAD*® Agency Trainers (Tier III) are certified trainers working solely in their district of employment. Recertification is required within 12 months of certification and every three years thereafter to maintain "active status" and provide Tier I OCDE *Project GLAD*® Training in their district. All requirements outlined in individual certification and recertification letters must be cleared with the OCDE NTC *Project GLAD*® to be authorized to provide training.

DATES: July 31-August 4, 2017

**ELEMENT # 4 ESTIMATED COSTS FOR OCDE PROJECT GLAD® TIER III AGENCY TRAINER
CERTIFICATION TRAINING:
(Actual & necessary costs to be reimbursed):**

OCDE Project GLAD® Tier III Agency Trainer Certification Fees:

<u>1</u> teams at \$2,500.00 per team*	\$ <u>2,500.00</u>
Teams are limited to no more than 5 members per team	
Airfare: <u>1</u> trips and <u>1</u> trainers at \$1,000.00	\$ <u>1,000.00</u>
Hotel: <u>5</u> days and <u>1</u> trainers at \$200.00	\$ <u>1,000.00</u>
Rental Car: <u>5</u> days and <u>1</u> trainers at \$200.00 per day (estimate)	\$ <u>1,000.00</u>
Food: <u>5</u> days and <u>1</u> trainers at \$50.00 (per trainer per day)	\$ <u>250.00</u>
Mileage: _____ miles and _____ days _____ trainers at \$ _____ per mile (Note: Can include travel to airport or site, retrieval of materials, etc.)	\$ <u>0.00</u>
Shipping for instruction materials: _____ workshops at \$400.00 (per workshop)	\$ <u>0.00</u>
Recertification within the first 12 months of certifying: <u>3</u> participants at \$250.00 per person	\$ <u>750.00</u>
TOTAL ESTIMATED COST FOR ELEMENT #4 TIER III CERTIFICATION:	\$ <u>6,500.00</u>

ELEMENT #5: OCDE NTC PROJECT GLAD® CUSTOMIZED FOLLOW-UP COACHING

PURPOSE: The purpose of the OCDE NTC Project GLAD® Customized Follow-Up Coaching is to provide customized training and coaching to support successful on-going implementation of the OCDE Project GLAD® training model and effective use of classroom strategies.

DESCRIPTION OF the OCDE NTC PROJECT GLAD® CUSTOMIZED FOLLOW-UP COACHING:
2 trainer(s) will provide customized Follow-Up training and coaching to OCDE Project GLAD® trained teachers. Teachers will receive support with successful implementation of OCDE Project GLAD® strategies to increase effective classroom use of OCDE Project GLAD® strategies. This customized training and coaching will provide and encourage collaboration, support, modeling of strategies, reflection and goal setting. This training and coaching will also explicitly connect OCDE Project GLAD® strategies with instructional elements including Common Core State Standards and English Learner Development (ELD).

DATES: _____ (8:00 a.m. - 3:00 p.m.)

NUMBER OF PARTICIPANTS: _____

ELEMENT # 5 ESTIMATED COSTS FOR CUSTOMIZED OCDE PROJECT GLAD® FOLLOW-UP COACHING:

(Actual & Necessary costs to be reimbursed):

OCDE Project GLAD® Customized Follow-Up Coaching Fees:

<u>0</u> trainers at \$1,200.00 per day per trainer for <u>1</u> days *	\$ <u>0.00</u>
Airfare: _____ trips and _____ trainers at 1,000.00	\$ <u>0.00</u>
Hotel: _____ days and _____ trainers at \$200.00	\$ <u>0.00</u>
Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate)	\$ <u>0.00</u>
Food: _____ days and _____ trainers at \$50.00 (per trainer per day)	\$ <u>0.00</u>
Mileage: <u>00</u> miles and <u>1</u> days <u>1</u> trainers at \$ <u>0.54</u> per mile	\$ <u>0.00</u>
(Note: Can include travel to airport or site, retrieval of materials, etc.)	
Shipping for instruction materials: _____ workshops at \$400.00 (per workshop)	\$ <u>0.00</u>

TOTAL ESTIMATED COST FOR ELEMENT #5 CUSTOMIZED FOLLOW-UP COACHING: \$ 0.00

TOTAL ESTIMATE FOR ALL PROPOSED SERVICES \$ 6,500.00
✓ (items with checked boxes)

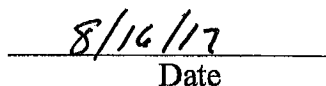
Notification of Cancellation Requirements and Additional Costs

NOTE: District or agency agrees to give the OCDE NTC *Project GLAD*® office a 30-day written notice to change the number of participants in any OCDE NTC *Project GLAD*® Training. Failure to provide OCDE with 30 days prior written notice will result in the district or agency being charged for the original number of scheduled participants including all travel related expenses including, but not limited to: rental car, airfare, meals, and lodging. In the event a district or agency increases the number of participants originally scheduled to attend any OCDE NTC *Project GLAD*® Training, school or district will be charged for each additional participant, as well as any additional travel expenses related to the need for additional OCDE NTC *Project GLAD*® trainers.

In the event of a natural disaster or other unforeseen circumstance such as inclement weather, fire or school lockdown that impacts the ability of OCDE NTC staff to complete the services within the specified timeframe or results in additional travel related expenses, the district or agency agrees to pay for such additional unforeseen travel related expenses.

OCDE NTC *Project GLAD*® Staff


Signature


Date

ELEMENT #1: OCDE NTC *PROJECT GLAD*® LEADERSHIP ENSEMBLE

PURPOSE: The OCDE NTC *Project GLAD*® Leadership Ensemble is a one-day workshop designed for leadership teams (principals, assistant principals, lead teachers, etc.) from the school or district who will be participating in OCDE *Project GLAD*® trainings.

OUTCOMES FOR THE LEADERSHIP ENSEMBLE:

- Learn how the OCDE NTC *Project GLAD*® training model is designed to support diverse populations of learners
- Develop clear understandings about the instructional needs of English learners
- Discover the essential components of successful implementation and sustainability of the OCDE NTC *Project GLAD*® Model
- Develop and design an initial implementation plan that aligns district resources and professional development needs with student learning outcomes

DESCRIPTION OF THE LEADERSHIP ENSEMBLE: Leadership teams will learn how the OCDE NTC *Project GLAD*® Training Model is a rigorous instructional model designed to support diverse populations of learners, develop clear understandings about the instructional needs of English learners, understand how OCDE *Project GLAD*® connects with the State Standards and 21st century skills, discover the essential components of successful implementation and sustainability of the OCDE NTC *Project GLAD*® Training Model, and develop and design an initial implementation plan that aligns district resources and professional development needs with student learning outcomes.

School or district will provide a room for the OCDE *Project GLAD*® Leadership Ensemble workshop and food/beverages for participants. OCDE NTC *Project GLAD*® will provide the Leadership Ensemble training and materials.

DATES: _____

NUMBER OF PARTICIPANTS*: _____

*Note: 1 trainer for up to 30 participants, more than 30 participants requires 2 trainers

LOCATION: _____

**Cost Estimates for Element #1 Leadership Ensemble:
(Actual and necessary costs to be reimbursed):**

Leadership Ensemble Workshop Fees

Workshop: _____ at \$1,800.00	\$ 0.00
Airfare: _____ trips and _____ trainers at \$1,000.00	\$ 0.00
Hotel: _____ days and _____ trainers at \$200.00	\$ 0.00
Rental Car: _____ days and _____ trainers at \$200.00 per day (estimate)	\$ 0.00
Food: _____ days and _____ trainers at \$50.00 (per trainer per day)	\$ 0.00
Mileage: _____ miles and _____ days _____ trainers at \$_____ per mile	\$ 0.00
<small>(Note: Can include travel to airport or site, retrieval of materials, etc.)</small>	
Shipping for instruction materials: _____ workshops at \$400.00 (per workshop)	\$ 0.00
TOTAL ESTIMATED COST FOR ELEMENT #1 LEADERSHIP ENSEMBLE:	\$ 0.00