EMPOWERING ALL STUDENTS

Learners Today - Leaders Tomorrow

October 28, 2020

Vince Espi
LocalLabs

Re: Freedom of Information Request

Dear Mr. Vespi:

On October 19, 2020, Crystal Lake School District No. 47 received a Freedom of Information Act ("FOIA") Request from you via email, in which you requested the following:

- Copies of any contracts involving guest speakers for the 2019 (previous) and 2020 (current) school year. Please include any virtual guest speakers as well.

Please find the attached information, which fulfills our obligation to your FOIA request.

If you have any questions, please feel free to contact me 815-788-5000.

Sincerely,

Clare F. Bourne

Clare F. Bourne
Freedom of Information Officer
Crystal Lake School District 47

From: **Vince Espi** <news+7WO8d_TTVEr9lV3KRlrduA@news.locallabs.com>
Date: Mon, Oct 19, 2020 at 11:10 AM
Subject: FOIA Request - Guest Speaker Contracts
To: <canelson@d47.org>

To whom it may concern:

I am writing to you on behalf of LocalLabs which is an online publication that reports on and informs the public about local government activities. If you are not the public record officer please forward it to the public record officer or reply to this email with the proper contact.

Pursuant to state public record and open government transparency laws, I am requesting electronic records (preferably non-PDF such as CSV, Excel) of the following:

Copies of any contracts involving guest speakers for the 2019 (previous) and 2020 (current) school year. Please include any virtual guest speakers as well.

The purpose of the request is to access and disseminate information as a matter of public interest and is not for the principal purpose of personal or commercial benefit. I request you furnish any responsive documents and items without charge. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in my commercial interest. Thank you in advance for your cooperation and assistance.

Please let me know if you have any questions.

Vince Espi

(312) 772-3924

LocalLabs

RECEIVED
JAN 1 1 2019
NB

CRYSTAL LAKE 47 ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Cathy Alberth
School or department:	HBMS
Date submitted:	January 9, 2019
Vendor:	Center for Applied Linguistics - CAL Solutions
Purpose of contract:	Employ Center for Applied Linguistics to provide a trainer in the SIOP to build capacity of our general education staff to provide Sheltered Instruction to our English Language Learners- This is additional offering of professional development from last year. This will allow us to offer initial 2 day training, follow up days 3 and 4 training, and a day of job embedded follow up for those completing the first 4 days over the course of the year. Sheltered instruction allows teachers to provide comprehensible input for students at all stages of language acquisition in all content areas.
New contract or renewal:	New contract
Amount of contract:	$20, 140
Account number description:	Title 1- Professional Development and support for teachers @ Hannah Beardsley Middle School (Schoolwide) in Biliteracy curriculum and best practices for instruction to continue to improve student achievement
Account number charged:	10E012 2213 0314 00 430011

	☐ Person with a Disability	☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 1/22/19

Center for Applied Linguistics
4646 40th Street NW
Washington, DC 20016-1859
Phone: (202) 362-0700
Fax: (202) 362-3740
www.cal.org

Cathy Alberth
Hannah Beardsley Middle School
515 E. Crystal Lake Ave.
Crystal Lake, IL 60014
clalberth@d47.org

Dear Ms. Alberth,

The Center for Applied Linguistics (CAL) is pleased to submit this proposal to offer professional development to teachers from Hannah Beardsley Middle School as listed below:

SIOP Professional Services	Dates	Participants
Workshop 1 • Overview of SIOP • Second Language Acquisition • Lesson Preparation • Building Background	February 19, 2019	A maximum of 30 educators from Hannah Beardsley Middle School
Job-Embedded Day	February 20, 2019	Observation and coaching sessions for teachers that receivd SIOP training in 2017-18
Workshop 2 • Building Background • Comprehensible Input	February 21, 2019	
Workshop 3: • Strategies • Interaction	May 14, 2019	A maximum of 30 educators from Hannah Beardsley Middle School
Workshop 4: • Practice/Application • Lesson Delivery • Review/Assessment	May 15, 2019	

Note: Facilitators and Hannah Beardsley Middle School reserve the right to modify the scope and sequence of the workshops based on their assessment of participants' learning needs.

CALSolutions

Project Title

Using the Sheltered Instruction Observation Protocol (SIOP) Model to Implement Effective Instruction for English Learners

Description of Services Provided

Four days of professional development be provided by one CAL facilitator to teachers from Hannah Beardsley Middle School. A maximum of 30 educators will attend the training each day.

Professional Development Content

During the *Introductory SIOP Workshop*, teachers will learn about and practice the eight components of the SIOP Model in order to effectively integrate language and content instruction. The workshops will include a variety of activities, such as demonstration and explanation, analysis of video teaching sequences, small group tasks, and the development of instructional activities and SIOP lesson plans. A focus of each session is to give teachers the opportunity to incorporate the instructional techniques into a unit of upcoming lessons.

By the end of these workshops, participants will be able to

- Identify the most significant factors affecting second language acquisition.
- Develop lesson plans with effective content and language objectives to meet the language demands of the grade-level content lessons.
- Design interactive activities that promote oral language development.
- Create activities that will help build backround from the students of linguistically and culturally diversed backgrounds.
- Make assessment adaptations that will make assessments accessible to English learners.

Depending on school needs, during coaching sessions, facilitator will observe in classrooms, provide overall implementation feedback to teachers and school leaders, make suggestions for further improvement and guide lesson planning in small groups.

Dates/Schedule

Days 1 & 2 of the training will take place on February 19 & 21, 2019. The job-embedded day will take place on February 20, 2019. Days 3 & 4 of the training will take place on May 14 & 15. The full-day workshops and coaching sessions will each last seven hours (6 contact hours with time for breaks and lunch) on a schedule provided by the district. The CAL presenter(s) will be informed of the daily schedule in a timely manner.

Location

The training will take place at a location selected by Hannah Beardsley Middle School. Hannah Beardsley Middle School will notify CAL of the exact location in a timely way.

Materials

Material	Number of Copies	How They Will Be Provided
Handouts	1 (PDF)	Emailed from Tatyana Vdovina to Cathy Alberth for printing and distribution

Training/Workshop Host

Hannah Beardsley Middle School agrees to ensure that the following is provided:

- Make all necessary arrangements for the training site including AV equipment (Smart Board or screen and LCD projector, speakers to hear DVD played over the laptop, internet access, and technical support).
- Provide 2 flip charts with chart paper and markers.
- Provide boxes of colored markers and scrap paper/sticky notes on each participant table.
- Provide appropriate space and set up for cooperative learning.
- Print and deliver the workshop handouts to the workshop site.
- Recruit participants.
- Set up classroom observation and coaching session schedules.

Enrollment

Each session will have a maximum of 30 participants.

CAL Project Staff

Role	Staff
Project Manager	Tatyana Vdovina
Workshop Facilitators	Tatyana Vdovina
Administrative Support	Marilyn Raphael

CAL Capabilities Statement

The Center for Applied Linguistics (CAL) is a private, non-profit organization involved in the study of language and the application of linguistics to educational, cultural, and social concerns. CAL's mission is to improve education through better understanding of language and culture. Established in 1959, CAL has earned an international reputation for the quality of its work in language-related information collection, analysis, and dissemination; linguistic research that addresses the needs of the classroom; direct technical services to language programs; professional development; and needs assessments and program evaluations. For current information about CAL projects and products, visit our Web site at www.cal.org/solutions

CALSolutions

Hannah Beardsley Middle School District Project Representative

Hannah Beardsley Middle School has designated
_____, to be the contact for matters related to services. Questions and correspondence should be directed to
(address)_____
(phone)_____ (email)_____.

Hannah Beardsley Middle School Administrative Representative

Hannah Beardsley Middle School has designated _____ as the Administrative Representative who shall be responsible for the contractual and administrative aspects of the agreement. Questions and correspondence of an administrative nature should be directed to
(address)_____(phone)_____
(email)_____.

CAL Project Representative

CAL has designated Tatyana Vdovina and Annie Duguay as its Project Representatives who shall be responsible for the programmatic aspects of the Agreement. Questions and correspondence of a programmatic nature should be directed to Project Representatives at the Center for Applied Linguistics, 4646 40th Street NW, Washington, DC 20016-1859, (202) 480-0487, tvdovina@cal.org and/or aduguay@cal.org

CAL Administrative Representative

CAL has designated Adriana Jopkisch-Sagrera as the Administrative Representative who shall be responsible for the contractual and administrative aspects of the agreement. Questions and correspondence of an administrative nature should be directed to the Administrative Representative at the Center for Applied Linguistics, 4646 40th Street NW, Washington, DC 20016-1859, 202-355-1597, contracts@cal.org

Fee

The firm, fixed price for the professional development is $20,140. This price covers all professional services needed for the delivery of this professional development, including consultation, preparation and presentation, all workshop materials mentioned above, and all travel expenses.

Hannah Beardsley Middle School agrees to pay the Center for Applied Linguistics this firm, fixed price of $20,140 for the services described above.

Payment

CAL will invoice Hannah Beardsley Middle School for $10,070 (half of the total contract amount) on February 21, 2019.
CAL will invoice Hannah Beardsley Middle School for $10,070 (remainder of the total contract amount) on May 15, 2019.

Invoices are payable within 30 days of receipt of an invoice from CAL. Please send payment to

Center for Applied Linguistics
Accounts Receivable
4646 40th Street NW
Washington, DC 20016

This contract will be in effect from the date when the contract is signed until August 30, 2019.

Cancellation Policy

In the case of a cancellation or date change, Hannah Beardsley Middle School will be responsible for reimbursement to CAL for all unrecoverable expenses (such as travel costs and planning time) incurred by CAL for the specific training engagement.

Cancellations or date changes received less than three (3) business days prior to the start of the training/workshop are subject to a late change fee of 50% of cost of cancelled or changed services.

If the assigned CAL facilitator(s)/coach(es) cannot provide the services as scheduled, CAL will make every effort to provide a qualified, alternative facilitator/coach for the scheduled dates. If this cannot be arranged, CAL will reschedule the training based on consultation with the district.

Notice of cancellation or date changes on the part of Hannah Beardsley Middle School for training/workshops, technical assistance sessions, or coaching days must be received in writing by fax, email, or regular mail using the contact information in this Agreement.

Inclement Weather/Emergency Situations

Due to inclement weather or an emergency situation, if notice of cancellation is given at least 24 hours prior to the training workshop (and before the trainer has begun travel), there will be no charge for the on-site training costs and time. However, Hannah Beardsley Middle School will be responsible for any travel or training expenses incurred by the trainer that cannot be refunded and for their planning time to date.

CAL reserves the right to postpone or cancel training/workshops in weather/emergency situations. Weather/emergency related postponements or cancellations will be rescheduled as soon as possible based on the current training schedule.

CALSolutions

Copyright

CAL is the owner and copyright holder of all materials developed by CAL staff and consultants for use in delivery of services under this Agreement. Conversion of the CAL materials to on-line products is not permitted without the express permission of CAL.

Recording

CAL does not permit videotaping or audio recording of training/workshops.

Entire Agreement

This Agreement constitutes the entire agreement and understanding between Crystal Lake School District and CAL, and supersedes any prior oral or written agreements or understandings, if any. Any changes or modifications shall be accomplished by a written amendment to this Agreement executed by the duly authorized representatives of the parties.

If you agree with the above terms and conditions, please sign two copies of this Agreement, keep one copy for your records, and return one to me with a Purchase Order number on or before January 31, 2019. The proposed fees are valid if we receive a signed contract on or before January 31, 2019. CAL reserves the right not to honor this agreement if a signed copy is not received at least one week in advance of the first day of services.

We appreciate your selection of CAL for professional services, and we look forward to working with you and your district staff.

Sincerely,

Tatyana Vdovina
Manager, PreK-12 EL Professional Development

Center for Applied Linguistics
4646 40th Street NW
Washington, DC 20016
www.cal.org/institutes
202-384-1256; Fax: 202-362-3740
Web: www.cal.org/solutions

CALSolutions

APPROVED

Center for Applied Linguistics

Signature _____

Print Name _____

Title _____

Date _____

ACCEPTED

Hannah Beardsley Middle School

Hannah Beardsley Middle School warrants that the person who is signing this Agreement on behalf of Hannah Beardsley Middle School is authorized to do so and to execute all other documents necessary to carry out the terms of this Agreement.

Hannah Beardsley Middle School affirms the source of funds is: ☒ Federal ☐ Non-federal

Signature C Nelson

Print Name C. Nelson

Title Asst. Supt. of Business

Date 1/23/19

Bd approved 1/22/19

CRYSTAL LAKE ELEMENTARY DISTRICT 47
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JAN 14 2019
AB

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Cathy Alberth
School or department:	Hannah Beardsley Middle School
Date submitted:	1/14/19
Vendor:	Center for Emotional Wellness- Jackie Rhew
Purpose of contract:	Consultant to provide PD for staff-Trauma Sensitive Learning in the Classroom. This workshop will take a look at evidenced based approaches to assessment and treatment of youth at-risk for family, school and societal stressors. Participants will be challenged to consider experiences their students are facing, specifically how they're learning and emotional health may be impacted and present in the school and clinical setting. Different intervention and treatment approaches will be reviewed. Staff members will leave with practical strategies to take back to their classrooms to improve engagement, as well as overall mental health of students. Intervention strategies for working with students and their families dealing with school anxiety and refusal will also be reviewed. Work with teacher teams for continued professional development supports regarding interventions and strategies for working with students dealing with mental health issues, such as school anxiety/refusal, behavioral concerns, as well as past traumatic experiences. Also to provide supports for students with attendance/truancy issues-Consult with dean and social workers to identify and serve students and parents who need support to improve school attendance and engagement in school. This would

	be to reduce the number of absences especially for individual students with multiple absences. Parent support workbooks purchased.
New contract or renewal:	New Contract
Amount of contract:	$9,150
Account number description:	1) Title 1 Professional development 10E012 2213 0314 00 430011 $2,350 2) Attendance and Social Work 10E012 2110 0310 00 430011 $6,500 3) Title 1 Materials for parent support 10E012 3900 0410 00 430011 $300
Account number charged:	1)10E012 2213 0314 00 430011 2)10E012 2110 0310 00 430011 3)10E012 3900 0410 00 430011
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 1/22/19

Center For Emotional Wellness -
Jackie Rhew-

Below is a proposal for
JACQUELINE (JACKIE) RHEW, LCPC, CADC from the Center for Emotional Wellness of the Northwest Suburbs to serve as a consultant to Hannah Beardsley Middle School staff, parents and students in the following areas:

Professional development
Provide professional development during a staff meeting:
Topic: Trauma Sensitive Learning in the Classroom. This workshop will take a look at evidenced based approaches to assessment and treatment of youth at-risk for family, school and societal stressors. Participants will be challenged to consider experiences their students are facing, specifically how they're learning and emotional health may be impacted and present in the school and clinical setting. Different intervention and treatment approaches will be reviewed. Staff members will leave with practical strategies to take back to their classrooms to improve engagement, as well as overall mental health of students. Intervention strategies for working with students and their families dealing with school anxiety and refusal will also be reviewed.

January 23, 2019
1:30-3:00pm at Hannah Beardsley Middle School- Full staff
90 minutes- $350

Professional development
Work with teacher teams for continued professional development supports regarding interventions and strategies for working with students dealing with mental health issues, such as school anxiety/refusal, behavioral concerns, as well as past traumatic
Experiences.

Team meetings and job embedded support- 16 hours- $2000

Supporting students and parents: Supports for students with attendance/truancy issues-
Consult with dean and social workers to identify and serve students and parents who need support to improve school attendance and engagement in school. This would include meeting with students and parents. The goals would be to reduce the number of absences especially for individual students with multiple absences.
January 23- May 31, 2019
(up to 50 hours)-

50 hours- $6500 (discounted rate 130 per hour)
This service could be
delivered during the school day, in the evenings, and/or on Saturday.

Therapist will provide individual and group parent coaching and counseling services to parents of children dealing with school attendance and school engagement issues. Skills Training will be provided as an intervention to support parents in gaining skills to better manage and motivate their children in the home environment, and will tie in to school interventions and plans. Counseling will also be provided to students who have been identified as having mental health and/or behavior concerns that are interfering with school engagement and school success.

Parenting books will be provided for parents at the cost of $10 dollars per parenting workbook. 30 books ($300)

Signed: _____ Date _____

JACQUELINE RHEW, LCPC, CADC

Signed: Asst Supt Business _____ Date 1/23/19

School Official- Hannah Beardsley Middle School -District 47

Bd Approval 1/22/19

CRYSTAL LAKE ELEMENTARY DISTRICT 47
RECEIVED
JAN - 9 2019
BY: AB

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Angela Compere/Kim Copeland
School or department:	Lundahl Middle School
Date submitted:	1/14/2019
Vendor:	Gordon Korman
Purpose of contract:	A GORDON KORMAN AUTHOR VISIT `My presentation begins with how I wrote my first novel when I was only twelve — a four-month-long seventh grade language arts assignment that produced THIS CAN'T BE HAPPENING AT MACDONALD HALL, which was published by Scholastic when I was fourteen. I also talk about research, brainstorming, developing characters, dialogue, rewriting and revision, and of course, humor. Over the years, I've written adventure, suspense, mystery, historical fiction, short stories, teen books, and the multi-author 39 CLUES series. But humor will always be my first love.` Korman will present 3 times - a 45 minute assembly per grade level and will also participate in a luncheon for student raffle winners as well as a book signing. He is an extremely popular children and young adult author whose books are constantly in circulation at LMS. The entire school will be reading RESTART in preparation for his visit but almost every student is already familiar with his books and series. His visit promotes literacy and provides a shared experience through listening, reading, and writing.

New contract or renewal:	New
Amount of contract:	$4,000 plus prorated share of travel expenses
Account number description:	10E004 1120 0314 00 000000 - Profession Svc Instructional 10E004 2220 0314 00 000000 - Professional Svc Instructional
Account number charged:	10E004 1120 0314 00 000000 - $1,500 10E004 2220 0314 00 000000 - $2,500 + expenses
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 1/22/19

RECEIVED
9 2019

CRYSTAL LAKE 47 ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Angela Compere/Kim Copeland
School or department:	Lundahl Middle School
Date submitted:	1/9/2019
Vendor:	Gordon Korman
Purpose of contract:	Author Visit
New contract or renewal:	New
Amount of contract:	$4,000.00 plus prorated share of travel expenses
Account number description:	10E004 1120 0410 00 000000 - Teaching Supplies 10E004 2220 0410 00 000000 - Library Supplies
Account number charged:	10E004 1120 0410 00 000000 - $1,500 10E004 2220 0410 00 000000 - $2,500 + expenses
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 1/22/19

Revised 7/20/2016

Gordon Korman
4 Glamford Road
Great Neck, NY 11023
Office (516) 504-0747 Mobile (516) 721-7509
e-mail: gkorman@optonline.net
www.gordonkorman.com
January 7, 2019

AUTHOR VISIT CONTRACT

Att: Kim Copeland
Lundahl Middle School
560 Nash Rd.
Crystal Lake, IL 60014
815.788.5450

I will be appearing at Lundahl Middle School in Crystal lake, IL school district on February 25, 2019. My honorarium will be $4,000.00 plus a prorated share of all travel and lodging expenses for that week, which includes up to three daily presentations.

I'm looking forward to my visit!

Gordon Korman

Kim Copeland

RECEIVED
FEB 19 2019
BY: AB

CRYSTAL LAKE 4 ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Kelli Catini/Lisa Melendez
School or department:	Core
Date submitted:	February 19, 2019
Vendor:	(IMSE)Institute for multi-sensory education
Purpose of contract:	To ~~access~~ assess, evaluate and teach children how to read, write and spell proficiently
New contract or renewal:	New Contract
Amount of contract:	20-24 Participants = $22,540.00 5 day training session for 30 contact hours

Revised 7/20/2016

Account number description:	Professional Development
Account number charged:	10E0002213031200462011
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: (Y) N Date: 3/18/19

institute for multi-sensory education

ORTON-GILLINGHAM.COM

IMSE Contract Agreement

This contract agreed to on January 24, 2019 is between the Institute for Multi-Sensory Education ("IMSE"), whose address is 24800 Denso Drive, Suite 202, Southfield, MI 48033, and District #47, whose address is 300 Commerce Drive, Crystal Lake, IL 60014.

IMSE Comprehensive Orton-Gillingham Training (30-hour):
A hands-on, personalized session that provides an understanding of IMSE's enhanced Orton-Gillingham method and the tools necessary to apply it in the classroom. After participating in this training, teachers will be better able to assess, evaluate and teach children how to read, write, and spell proficiently.

Teachers will receive training with respect to:

- Phonemic awareness
- Multi-sensory strategies for reading, writing and spelling
- Syllabication patterns for encoding / decoding
- Reciprocal Teaching for reading comprehension
- Multi-sensory techniques for sight words
- Student assessment techniques
- Guidelines for weekly lesson plans

Materials Provided by IMSE:

- *IMSE Comprehensive Training Manual*
- *IMSE Assessment Manual*
- *Recipe for Reading*
- *IMSE Comprehensive Syllable Division Word Book*
- *Interventions for All: Phonological Awareness*
- *IMSE Phoneme/Grapheme Card Pack*
- *Access to IMSE's Interactive OG for 1 year*

Participants will need to bring the following supplies to the first day of training:

- Red crayon
- Green crayon
- Two Highlighters of varying colors
- Sticky notes
- Notebook
- Scissors
- Glue

Dates of the training are:

June 10-14,2019
30 contact hours

Training Fees

Participants	Training Price
10-14	$13,540.00
15-19	$18,040.00
20-24	$22,540.00
1-29	$27,040.00
30-34	$31,540.00
35-39	$35,115.00
40-44	$39,490.00
45-54	$45,240.00
55-64	$52,240.00

The lower number of participant options are available October-April.

This is a flat fee which includes tuition, materials, shipping, and instructor travel. Materials are provided only for participants attending the training dates listed above. Any extra training materials must be returned to IMSE.

IMSE will prepare and ship training materials based on the agreed number of participants provided at least 30 days prior the training start date. Additional participants are welcome, however IMSE must be notified no less than 7 days prior the training start date and express processing /shipping fees shall apply. If the attendance is less than the number of participants provided to IMSE by the School/School District, then all extra materials must be returned to IMSE, shipping and handling fees shall apply. The IMSE Instructor will prepare boxes for FedEx to return ship; however, it is the School/School District's sole responsibility to make sure that all of the IMSE Instructor boxes are sent back to IMSE via FedEx. Unless expressly authorized by IMSE in writing, in no event shall all or any part of the training be videotaped or recorded.

Cancellation Policy

IMSE requires a $1000 cancellation fee, in the event that the School/School District cancels or reschedules the training within 30 days of the training start date.

IMSE shall have the right to cancel and/or reschedule the training in its sole discretion. If the School/School District cancels and/or reschedules the training within 30 days of the training start date, then the School/School district shall pay IMSE the $1000.00 fee.

Intellectual Property

IMSE provides various training and related materials, supplements, information, quizzes, tests, questions, articles, and other information including, but not limited to, *IMSE Comprehensive Training Manual, IMSE Assessment Manual, Recipe for Reading, IMSE Comprehensive Syllable Division Word Book, How to Teach Spelling,* and *IMSE Phoneme/Grapheme Card Pack* (the "Materials"). IMSE authorizes the School/School District to utilize the Materials in connection with the training and for use in the classroom only.

Unless expressly authorized by IMSE, the Materials shall not be copied or reproduced in any fashion. Further, the School/School District shall not modify the Materials in any way or reproduce, share, distribute or utilize them to perform unauthorized trainings.

The School/School District acknowledges that IMSE owns certain trademarks and copyrights hereinafter referred to as the "Intellectual Property."

The Intellectual Property includes all trademark registrations and unregistered trademark usages of IMSE, Reading Venture One LLC, INSTITUTE FOR MULTI-SENSORY EDUCATION, SENSATIONAL SAND, SEE HEAR FEEL THE DIFFERENCE including both word mark and design applications and other certain brands, trademarks and services marks owned and used by IMSE.

The Intellectual Property further includes all copyrights, both registered and unregistered, owned and used by IMSE, any non-registered copyrights in the Materials, any and all authorized or unauthorized video and audio recording created by the School/School District discussing the Materials and any and all authorized or unauthorized modified Materials produced by the School/School District.

IMSE shall have and shall retain ownership of all right, title and interest in and to Materials and Intellectual Property enumerated herein.

Unless expressly indicated otherwise herein by IMSE, even if the School/School District has previously obtained IMSE's written permission to use any Materials, the School/School District agrees to obtain written consent each time before using the Materials enumerated above.

Except as expressly stated herein, the School/School District acknowledges that it has no right, title, or interest of any kind on any legal basis in or to the Materials or the Intellectual Property enumerated above.

Upon termination of this agreement, the School/School District agrees to immediately return to IMSE any printed and/or recorded Materials and/or Intellectual Property that the School/School District may have in its possession or control.

Indemnification of IMSE

The School/School District, and its successors and assigns shall indemnify and hold harmless IMSE and its members, managers, managing directors, directors, officers, agents, representatives, employees, affiliates, subsidiaries, successors, heirs and assigns from and against any and all claims, liabilities, losses, costs or expenses, including but not limited to actual attorney fees and related costs and expenses, and damages, whether known or unknown, joint or several, incurred by such parties and related to or arising in any manner whatsoever from the performance of this engagement.

IMSE may, but is not required, to engage at the expense of the School/School District separate counsel of our choice in connection with any legal matter to which this indemnification may relate.

Limitation of Liability

IMSE and any of its members, managers, managing directors, directors, officers, agents, representatives, employees, affiliates, subsidiaries, successors, heirs and assigns shall not be liable for any loss or damage except as is a direct result of IMSE's intentional breach of any material provision of this engagement or willful misconduct. In no case shall IMSE be liable for special, incidental, consequential, punitive or exemplary damages, including lost profits or lost savings, whether or not such are foreseeable or IMSE has been advised of the possibility of such damage. IMSE's liability, if any, under or in relation to this engagement and the services hereunder will be limited to the amount of payment actually received by IMSE in relation to this engagement.

It is understood and agreed that each of the parties hereto is an independent contractor and that neither party is, nor will be considered to be an agent, distributor, partner, fiduciary, or representative of the other. Except as authorized herein, neither party will act or represent itself, directly or by implication, in any such capacity in respect of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

Confidentiality

The School/School District shall keep all Materials confidential, and shall not sell, publicize, upload, video record, audio record, loan, rent, giveaway, describe, summarize, or otherwise reveal the Materials or their contents, to any other person or entity. Any breach of these terms automatically terminates your authorized use of the Materials and may be subject to further action.

Severability

If any portion of this agreement is determined to be invalid or unenforceable, the parties agree that the remainder of this agreement will be valid and enforceable.

Entire Agreement

This agreement represents the entire understanding of the parties relating to the engagement and may not be amended or modified in any respect except in writing signed by the parties.

Governing Law

This agreement will be interpreted and construed under the laws of the State of Michigan. The parties further agree that in the event of a dispute regarding this engagement or under this agreement, jurisdiction will be in the United States District Court for the Eastern District of Michigan or the Circuit Court for the County of Oakland. IN ADDITION, THE PARTIES HERETO IRREVOCABLY WAIVE THE RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR CLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT.

Attorney Fees

If any action or proceeding is instituted to enforce or interpret this agreement, the party prevailing in such proceeding will recover its actual attorneys' fees and related costs and expenses from the other party.

institute for multi-sensory education

ORTON-GILLINGHAM.COM

Please sign, return the contract and the school purchase order as soon as possible to:

Fax: 248-735-2927
Email: kris.n@imse.com

Signatures below indicate acceptance of the terms outlined in this contract agreement.

Date: 3/19/19 Signed: C Nelson

Bd Approval 3/18/19 Name: C. Nelson
Asst. Supt. of Business

Date: _____ Signed: _____

Name: Kris Neuville, Administrative Assistant

Notices

All notices required or permitted to be delivered under this agreement will be sent, if to IMSE or the School/School District, at the addresses set forth in this agreement or to such other name or address as may be given in writing to the other party. All notices under this agreement will be sufficient if delivered by electronic mail or overnight mail.

RECEIVED
JUN 27 2019
MEW

CRYSTAL LAKE 47 ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Anastasia Gruper
School or department:	Department of Student Learning
Date submitted:	7/2/19
Vendor:	
Purpose of contract:	The Be Seen and Heard program is a body safety and sexual abuse awareness/prevention program that fullfills the Erin's Law requirement for all schools.
New contract or renewal:	renewal
Amount of contract:	$20, 100
Account number description:	
Account number charged:	
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 7/15/19

Revised 7/20/2016

P.O. BOX 7544
ALGONQUIN, IL 60102
888-667-2370

PROPOSAL/CONTRACT

Be Seen and Heard©

A Body Safety and Sexual Abuse Awareness/Prevention Program

Crystal Lake School District 47

LIVE, ONLINE, ONLINE SPECIAL NEEDS

Date:	4/5/19		
Attention:	Anastasia Gruper Director of Prof Devel & Grants acgruper@d47.org 815-788-5032	INFO:	12 Schools - 3 Middle, 9 Elementary,
		Programming	9 days for Elementary schools
		Programming	6 days for Middle Schools (2 days for each)
		Number of Students	7,500
District:	Crystal Lake Community Consolidated School District 47 300 Commerce Drive Crystal Lake, IL. 60014	Terms:	4 year discussed Price Freeze Contract
			No more than 5 presentations per day, completed by 1:30
		STUDENT	PRESENTATIONS
		Year 1 Live	15 days of programming @ $1,300 ea day = $19,500
Grade:	Pre K-8	Year 2 Online	$7,500
		Year 3 Online	$7,500
Dates 2019	September 16, 17, 18, 19, 20 September 23, 24, 25, 26, 27 September 30, October 1, 2, 3, 4	Year 4 Live	15 days of programming @ $1,300 ea day = $19,500
		Additional	Any additional programming to be charged at current fees. (i.e. Special Needs, Español, Training)

ALL PROGRAMS DELIVERED BY A CERTIFIED BE SEEN AND HEARD© PRESENTER

We propose to offer the prices listed in this document

By signing this document you agree to the price listed in this proposal. Upon receipt of a signed proposal, you will receive a contract and invoice with your specifications. The Contract will have payment instructions. If you sign a FOUR year specified agreement, we will send you a contract and invoice each year. Payment for each year's contract will be expected during the year of services. Deposit is required at the time the contract is sent by us and received by you. Keep in mind YOUR DEPOSIT locks in your date/s. Additional payment instructions will be outlined in each contract and invoice.

LIVE OPTIONS: 2019-20

After much input from Social Workers, Principals and Psychologists it is recommended that programming be completed by 1:30 PM so that the post programming activities/follow up questions can be done on the same day as the programming. More importantly, should there be disclosures, it will allow staff to appropriately respond in a timely manner.

PHASE 2 IS DESIGNED TO BE THE FOREVER PROGRAM FOR THE STUDENTS SCHOOL LIFE – This is done year 2 and subsequent years. Program changes at each grade level.

For K-5 grade Schools Phase 2 will be delivered this way: Kindergarten and 1st grade together; 2nd grade alone; 3rd grade alone; 4th grade alone; 5th grade alone.

For 6-8 grade Schools Phase 2 will be delivered this way: 6th, 7th, & 8th grades each by themselves. This may require two days of programming as we only do up to 5 programs in one day. (you previously did two days of programming at the middle school.

Schools that have PREK classes: Pre K can attend with Kindergarten & 1st. grade.

NUMBER OF SCHOOLS	12	
9 elementary schools, 3 middle schools		
Each Day Student Presentations culminating by 1:30 or PRIOR will be $1,300 per day	15	Number of Programming DAYS
$13,000 x 15 =$19,500	_____	(acceptance initials)
Each School Day Student Presentations culminating AFTER 1:30 will be $1,600 per day	_____	Number of Schools
	_____	(acceptance initials)
LIVE Parent "Peace of Mind" Presentations - $600 each	1	# of Parent Nights
		(acceptance initials)

WE PROMISE TO PROVIDE THE FOLLOWING:

You will receive this information in a "TOOLS" email once the signed contract is received.

- Best Practices for a SUCCESSFUL PROGRAM
- Opt out Letter for Parents
- Parent Information One Sheet
- Live Parent Component Invitation
- Peace of Mind Video for Parents K-8 grade
- Presenter's Introduction and short Bio
- Curriculum Roadmaps
- Keeping My Family Safe Guide
- Schedule Template
- AFTER THE PROGRAMMING IS CONCLUDED: We will send Three communication videos** UNDER 5 MINUTES EACH that teachers and staff can play for their students throughout the year to reinforce the Be Seen and Heard© material.
- Phone and Email support at any time it is needed by a qualified employee of CHILDHOOD VICTORIES, INC.

OUR EXPECTATIONS: *please use as a checklist for organizer*

INITIALS	
_____	Signed contract emailed asap to Priscilla@VictorPacini.com (this locks your date/s)
_____	Deposit check sent with Signed Contract Hard copy or Invoice copy to CHILDHOOD VICTORIES, INC. P.O. BOX 7544 Algonquin, IL. 60102 net 30 days
_____	Final payment due on or before the morning of the final presentation day
_____	Distribution list of team members that should directly receive the TOOLS information
_____	Reading and distributing the materials in a timely manner to the leadership team. Utilize the tools for the best possible results
_____	Alert your parents that the assembly is going to happen. Either invite them to the Live Parent Night if you are having one or Send them the Video Link to Peace of Mind for Parents prior to programming along with the opt out letter
_____	Schedule completed in a timely manner
_____	Schedule programming according to the directions on the schedule. Additional programs at $400 each
_____	Schedule programs back to back with about 10 minutes between programs. This is ample time for Presenter to greet the exiting students and time for you to get the next group in place in the presentation room
_____	Have a designated person (noted on schedule) for Presenter to contact at the school should there be a need

_____	A representative must be present 90 minutes before the FIRST performance of each day so performer may set up his sound equipment. A sound check will be necessary within that hour time frame
_____	Have a projector and screen set up in the presentation room upon arrival of the Speaker
_____	Assign a designated person to introduce Presenter PRIOR TO EACH Presentation
_____	Students expected to arrive to presentation room in a timely manner
_____	Presentation room, if using the floor, will be set up with an aisle in center and along sides should the presenter visit the audience.
_____	Do NOT expect program to be cut or ask us to do so because of time constraints
_____	AFTER PROGRAMMING – Be sure to follow up with the provided questions/activities
_____	AFTER PROGRAMMING – Please fill out survey sent to you via email
_____	AFTER PROGRAMMING – Print the posters provided in the Tools email and hang up in populated areas of your school to remind your students of the messages and that there is always someone for them to talk to
_____	AFTER PROGRAMMING – Utilize the video follow up reminders
_____	Be sure to schedule your next visit with CHILDHOOD VICTORIES, INC. asap as the calendar fills rapidly

TRAINING OPTIONS:

1.) **STAFF TRAINING for S.T.E.M. / Social Worker-Psychologists / Gym-Health** DELIVERED BY A CERTIFIED BE SEEN AND HEARD© PRESENTER (may accommodate three groups on one day) **$1,000 per day _____ (acceptance initials)**

_____ # of presentations

Staff Training Includes: • Overview of the Phase 1 Program & Overview and the IMPORTANCE of the follow up activities • OPTIONAL – Mandated Reporting

2.) ***CHILDHOOD VICTORIES, INC. has a work relationship with Children's Advocacy Center of Chicago *Children's Advocacy Center Chicago:**

Staff Training – Trainer's – CAC + Be Seen and Heard© Certified Presenter
Title "Erin's Law: What schools need to know about preventing and responding to sexual abuse"
NOTE***2.5 units of continuing education (CE) credit are available for School Counselors, Social Workers and Psychologists.

$2,000 _____ (acceptance initials)

3.) **CAC - Staff Training with Children's Advocacy Center Chicago (CAC) ONLY**
Title "Erin's Law: What schools need to know about preventing and responding to sexual abuse"
NOTE***2.5 units of continuing education (CE) credit are available for School Counselors, Social Workers and Psychologists.

$1,000 _____ (acceptance initials)

ONLINE Options

1.) ONLINE OPTION/S – 1 School Year License – 2020-21 & 2021-22

Online access for term of school year. Childhood Victories, Inc., has made this simple for you to be the facilitator for your students.

FEES are based on number of students in the school/district

Districts with 7001 to 7500 Students		**$7,500**
FREE Parent "Peace of Mind Video		**(Link will be provided)**
_____ # of Students		
_____ (acceptance initials)		

LIVE Parent "Peace of Mind" Presentations		**$600 Each**	**_____**	**(acceptance initials)**
			_____	**# of presentations**

2.) LIVE "Train the Trainer" presentations - *(Up to 3 per day)*

DELIVERED BY A CERTIFIED BE SEEN AND HEARD© PRESENTER

LIVE "Train the Trainer" presentations		$1,000/DAY	_____	(acceptance initials)
Up to 3 presentation in one day			_____	# of presentations

The live "train the trainers" presentations will cover the following:

- Overview of the online modules
- Overview of the presentation slides
- How to present this sensitive material with confidence
- Overview and the IMPORTANCE of the follow up activities
- OPTIONAL - Mandated Reporting
- Overview of Be Seen and Heard© Program

WE PROMISE TO PROVIDE THE FOLLOWING.

You will receive this information in a "TOOLS" email once the signed contract is received.

- Best Practices for a SUCCESSFUL PROGRAM
- Opt out Letter for Parents
- Parent Information One Sheet
- Live Parent Component Invitation
- Peace of Mind Video for Parents K-8 grade
- Childhood Victories, INC/Presenter Introduction and short Bio
- Curriculum Roadmaps
- Keeping My Family Safe Guide
- AFTER THE PROGRAMMING IS CONCLUDED: Three communication videos** UNDER 5 MINUTES EACH that teachers and staff can play for their students throughout the year to reinforce the Be Seen and Heard© material.
- Phone and Email support at any time it is needed by a qualified employee of CHILDHOOD VICTORIES, INC.

OUR EXPECTATIONS: *Please use as a checklist*

- Signed contract emailed asap to Priscilla@VictorPacini.com (this locks your date/s) _____ (acceptance initials)
- Full Payment sent with Signed Contract Hard copy or Invoice copy to CHILDHOOD VICTORIES, INC P.O. Box 7544 Algonquin, IL. 60102. This must be received before we can provide log on credentials. _____ (acceptance initials)
- CHECK PAYABLE TO CHILDHOOD VICTORIES, INC. P.O. Box 7544 Algonquin, IL. 60102 _____ (acceptance initials)
- Distribution list for TOOLS email and LOG ON CREDENTIALS _____ (acceptance initials)
- Read and distribute the materials in a timely manner to the leadership team. Utilize the tools for the best possible results _____ (acceptance initials)
- Alert your parents that the assembly is going to happen. Either invite them to the Live Parent Night if you are having one or Send them the Video Link to Peace of Mind for Parents prior to programming along with the opt out letter _____ (acceptance initials)
- AFTER PROGRAMMING – Be sure to follow up with the provided questions/activities _____ (acceptance initials)
- AFTER PROGRAMMING – Please fill out survey sent to you via email _____ (acceptance initials)
- AFTER PROGRAMMING – Print the posters provided in the "Tools" email and hang up in populated areas of your school to remind your students of the messages and that there is always someone for them to talk to _____ (acceptance initials)
- Be sure to schedule your next visit with Childhood Victories, Inc. asap as the calendar fills rapidly _____ (acceptance initials)

3.) ONLINE BE SEEN AND HEARD© FOR STUDENTS WITH SPECIAL NEEDS

ONLINE Special Needs is a ONE (1) "school year" license

Victor Pacini has collaborated with social worker, Natalie Shamie LCSW, MSW, and special education teacher, Marcy Rossi M.A.Ed Special Education and NBPTS. Be Seen and Heard© for Students with Special Needs is a multi-module program that uses simplified and adapted hands-on materials, along with communication supports that allow for students with special needs to learn about the dangers of abuse. Songs and stories, using repetition and familiar language help students differentiate between safe and unsafe touch. The terms "sexual abuse" are not used in this foundation program.

Here's what comes with the Be Seen and Heard© for Students with Special Needs **online experience**!

✓ Full access to the 8 online video presentations and activities that create effective formats for teaching and raising awareness, along with follow up questions. These high energy videos are designed to go at your own pace. Each video offers follow up questions that encourage repetition of the material.

✓ Full access to the communication boards and social stories

✓ Email and telephone support from the creators of the program

✓ Full access to the Be Seen and Heard© for Students with Special Needs e-book

✓ Full access to the Teacher and Parent Videos

The Following PDF's:

✓ Be Seen and Heard adapted e-book for every student

✓ The Curriculum Roadmap for teachers

✓ Adapted Trusted Hero Promise

✓ Adapted Trusted Hero Poster

✓ Other Motivational Posters

✓ The 4 Rules To Staying Safe

✓ The Opt Out Letter (template that's customizable for your district)

✓ Protocols for Reporting Sexual Abuse form for teachers

Be Seen and Heard© for Students with Special Needs	**11-15 Schools**	**$1,997.00**	_____	Acceptance initials

4.) ONLINE Be Seen and Heard© SPANISH -The original program in **Spanish Grades K-4th**

Be Seen and Heard© ESPANOL	**11-15 Schools**	**$1,997.00**	_____	Acceptance initials

OPTION: PRICE FREEZE

We propose to offer you a FOUR year agreement at the prices listed in this proposal. That is Childhood Victories, Inc., would provide 4 consecutive years of Be Seen and Heard© programming based on your specifications. The pricing would be constant with what is quoted in this Proposal/Contract Document.

Year 1 Live	**15 days of programming @ $1,300 ea day = $19,500**
Year 2 Online	**$7,500**
Year 3 Online	**$7,500**
Year 4 Live	**15 days of programming @ $1,300 ea day = $19,500**

I/WE ACCEPT A FOUR YEAR PRICE FREEZE AGREEMENT AS OUTLINED IN THIS DOCUMENT. I/WE UNDERSTAND YOU WILL BILL THE DISTRICT FOR EACH YEAR INDEPENDENTLY FOR THE SERVICES AGREED UPON FOR THAT SCHOOLYEAR. _____ **(acceptance initials)**

Victor Pacini

Victor Pacini **4/5/19**
Owner/Author

_____
Anastasia Gruper **DATE**
Director of Professional Development & Grants

EMAIL SIGNED FILLED OUT OPTIONS TO Priscilla@VictorPacini.com
Once we receive we will send contract and invoice for 2019-20

RECEIVED
AUG 0 8 2019
BY NDW

CRYSTAL LAKE 47B ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Monica Furlong
School or department:	Wehde Early Childhood Center
Date submitted:	8/8/19
Vendor:	Behavioral Perspectives
Purpose of contract:	To provide professional development and training to our preschool staff on the topic of pivotal response training, data collection, behavior techniques, antecedent and behavior consequences analysis.
New contract or renewal:	New contract
Amount of contract:	$850
Account number description:	Workshops/Seminars
Account number charged:	2410.0312
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: (Y) N

Date: 8/~~20~~ 19/19

Revised 7/20/2016

Behavioral Perspective Inc.

Lead . Support . Teach . Empower .

Behavioral Consultant Services Agreement

Date	Services Performed By:	Services Performed For:
September 1, 2019	Behavioral Perspective Inc. 3S140 Barkley Ave Warrenville, IL 60555 630-999-0401	Wehde Early Childhood Center District 47 1120 Village Rd. Crystal Lake, IL 60014

This Behavioral Consulting Service Agreement ("Agreement") between Behavioral Perspective, Inc., an Illinois corporation, ("Consultant") and Wehde Early Childhood Center District 47 ("Client") is hereby entered into and made effective September 1, 2019. Consultant and Client hereby agree to the terms and conditions set forth below.

SECTION 1. Services to be Provided

A. Consultant shall provide to Client the described services ("Services") authorized in the Service Request Authorization Form (page 4) with regard to Students or Staff referred to BPI from Wehde Early Childhood Center District 47, as identified by administrators. Services provided by Consultant shall adhere to the best practices and principles of Applied Behavior Analysis per the Behavior Analyst Certification Board (BACB) and conform to the direction of Client. Services can be described as those that involve direct contact with client (direct services) and those that do not (indirect services). Both direct and indirect services are critical to producing good treatment. On average, direct services account for 50% or more of total services. Consultant and any of its employees shall collaborate in the provision of services as identified above.

(m) District purchase order is required as approval to authorize requested services.

B. Client shall assist Consultant by providing such information, policy, rule, direction and access as Consultant should have the need to know or may reasonably request to enable Consultant to timely perform the service as provided for herein. Client hereby consents to and confirms that Consultant's employees have Client's express written permission to utilize the program known as Quality Behavioral Solutions as developed and promulgated by QBS, Inc. Any use of QBS will conform to the standards as set forth by QBS, Inc. and further shall confirm to the policies and procedures of Client to the extent that Client has made Consultant and its employees aware. Consultant's employees will use QBS only when warranted to ensure the nonviolent resolution to any student's aggressive, self-injurious and/or maladaptive behavior in order to protect Student, other students and Client's staff.

C. Pursuant to relevant state and Federal laws, Consultant and its employees acknowledges and confirms its obligation to keep confidential any and all student's academic and health information that it may learn of or become privy to in the performs of the Services.

Section 2 Fee Schedule

Services must be pre-authorized by completing the attached Service Request Authorization Form

Service	Rate	Details
BCBA 1:1 Consultation	$125	Per Hour
RBT 1:1 Consultation	$85	Per Hour
Live Teacher Group Training	$250	Per Training Hour
Custom Teacher Group Training	$400	Per Training Hour
Functional Behavioral Assessment (FBA)	$2500	Per Student
Behavioral Intervention Plan	$125	Per Hour
Travel Time	$50	Per Hour in excess of 30 minutes
Travel Expenses *		

*Wehde Early Childhood Center District 47 agrees to reimburse Consultant for all actual reasonable and necessary expenditures, which are directly related to the consulting services. These expenditures include, but are not limited to, expenses related to travel (i.e., airfare, hotel, temporary housing, meals, parking, taxis, mileage, etc.), telephone calls, and postal expenditures. Expenses incurred by Consultant will be reimbursed by the Client within 15 days of Consultant's proper written request for reimbursement.

Payment for services or expenses will be provided after board approval. Meetings are held on Third Monday of Month.

Section 3. Contract Period

A. The Term of this Agreement shall commence on September 1, 2019, and shall continue through and including June 30th, 2020. ~~Thereafter, it shall continue in full force and effect from year to year unless either party hereto shall serve written notice of cancellation.~~

B. This Agreement may be terminated by either party by providing seven (7) days written notice to the other party. Notwithstanding the foregoing, this Agreement may be immediately terminated by either party without prior written notice to the other party for any action or inaction by the non-terminating party based on the safety and well-being of Consultant's employees and/or Student as defined above.

Section 4. Indemnification

A. Consultant and Client shall each indemnify and hold the other harmless (except to the extent the indemnified party is compensated by insurance) against all losses, claims, damages or liabilities arising out of or based upon damage to property of the indemnified party or bodily injury or death of any employee of the indemnified party, caused by or related to the performance of work under or pursuant to this Agreement, provided that the property damage, personal injury or death does not result from the sole negligence of the indemnified party.

Section 5. Non-solicitation

A. Client shall not employ or independently contract with, in any capacity whatsoever, any employee, agent or consultant of Consultant whom performed Services pursuant to this Agreement for a period of one year from the termination of this Agreement without the prior written consent of Consultant.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be effective as of the day, month and year first written above.

CLIENT:	CONSULTANT:
Wehde Early Childhood Center District 47	BEHAVIORAL PERSPECTIVE, INC.
_____	_____
By: C. Nelson	By: _____
Its: Asst. Supt. of Business	Its: _____

Behavioral Perspective Inc.

Lead . Support . Teach . Empower .

Service Request Authorization Form

Date

September 1, 2019

Services Performed By:

Behavioral Perspective Inc.
3S140 Barkley Ave
Warrenville, IL 60555
630-999-0401

Services Performed For:

Wehde Early Childhood Center
District 47
1120 Village Rd.
Crystal Lake, IL 60014

Service	Hourly Rate	Units Authorized
Travel Time	$50	1
2 hour Custom Inservice	$800	2 hours
Total	$850.00	

Services Authorized by: _____ (Printed Name)

Signature:_____Date: _____

RECEIVED
SEP 13 2019
CRYSTAL LAKE ELEMENTARY DISTRICT 47

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Kari Keith- Director of Dual Language
School or department:	Dual Language
Date submitted:	September 12, 2019
Vendor:	Salsana LLC
Purpose of contract:	Provide 3 student assemblies at Dual Language Elementary Schools and 1 family engagement concert for Dual Language families. The purpose of the student and family events is to celebrate and promote bilingualism and biliteracy in our schools, communities, and families.
New contract or renewal:	New Contract
Amount of contract:	3,600
Account number description:	Title 3 Funding: 1000 300 Student Assemblies: Payment for bilingual authors and artists 3000 300 Presentations to enhance family engagement in dual language programming
Account number charged:	$1600.00 Student Assemblies: 10E 000 1800 0310 00 490912 $2000 Family Engagement Event: 10E 000 3900 ~~0332~~ 0314 00 490912

Revised 7/20/2016

Ownership Status:	☐ Minority Owned	☐ Female Owned
	☐ Person with a Disability	☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N Date: 10.21.19

Revised 7/20/2016

Please return signed agreement via email attachment to programs@123andres.com

Record # NN-1963

www.123andres.com • Facebook, Instagram & Twitter @123conandres

Performance Agreement

Salsana LLC
22928 Benson Terrace
Sterling, VA 20166

Crystal Lake Schools
300 Commerce Dr
Crystal Lake, IL 60014

1. This is an agreement between Salsana, the music and education company created by 123 Andrés (Federal Tax Identification #81-1056462), and **Crystal Lake Schools** (hereinafter referred to as "host organization".)
2. This agreement is for **3 Student Assemblies + 1 Family Engagement** featuring **123 Andrés** for the host organization.

   3 Student Assemblies Mon Nov 4, 2019
   1 Family Engagement Tues Nov 5, 2019 - time TBD (50 minutes)

   Location TBD
3. The host organization agrees to provide compensation in the amount of **$3,600.00** payable to **Salsana**. A deposit of $1800 is required in advance to confirm the date. The remaining $1800 will be paid the day of the presentation.

   Methods of payment:

   By check: Please make checks payable to **Salsana** and mail to:
   9121 W. 69th Street, Merriam, KS 66204

   By electronic funds transfer (EFT): to **Wells Fargo Bank, Account #1221657255, Routing #051400549.**
4. **Cancellation Policy:** The host organization agrees not to hold Salsana liable for any losses incurred due to cancellation by Salsana or by the host organization due to illness, poor weather, or other natural disasters. Salsana agrees to reschedule any events that are cancelled for any of the reasons stated above at a time mutually agreed to by all parties. Should cancellation by Salsana occur, the honorarium will be fully refunded or will be applied to the re-scheduled event, at the discretion of the host organization.
5. The host organization will make reasonable efforts to announce and advertise **123 Andrés' presentation** to members of the community. Salsana recommends at least one email at least seven days prior to the presentation(s), to allow families and community members enough planning time. Salsana grants the host organization the limited right to use the name of **123 Andrés** for purposes of promoting the event.
6. The host organization understands that the performance is not intended to be recorded (video or audio) or broadcast, without the permission of Salsana. Short recordings by patrons and host organization for promotion and personal use are acceptable.
7. Host organization confirms by signing below that it owns an insurance policy covering personal injury and damages in amounts and coverage reasonable and customary for such organizations, and that this

performance is covered by this insurance policy, and, in addition, host organization will hold Salsana harmless in the event of any personal injury or alleged claims arising out of the holding of the performance except for any acts of negligence or intentional misconduct.

8. In the event of any dispute arising out of this agreement, this agreement will be covered under the exclusive jurisdiction of Virginia courts, without regard to any conflicts of law provisions.
9. This is the entire agreement between the parties, and it supersedes any prior or contemporaneous statements or agreements. This agreement cannot be modified except in a writing signed by the party against whom the modification is to be enforced.
10. Salsana represents and warrants that the said performance(s) and the underlying works therein shall not infringe or otherwise violate the rights of any third party, and Salsana shall indemnify the host for any claims, demands liabilities and/or costs or expenses including reasonable attorneys fees in connection therewith.

Agreeing to be bound to the terms set forth above, the parties sign below, effective the date of last signature below.

Host Organization

Kari Keith — 9/12/19

Signature — Date

Kari Keith — Director of Dual Language

Print Name — Title

Bd Approved 10.21.19

Salsana (123 Andrés' music and education company)

8/22/2019

Andrés Salguero — President/ Teaching Artist, Salsana

Please return signed agreement via email attachment to programs@123andres.com. Thank you!

Salsana LLC

INVOICE

EIN: 81-1056462
22928 Benson Terrace
Sterling, VA 20166
Phone: (816) 237-9555

Date: 8/22/2019

Invoice #: NN-1963 CONCERTS

Bill to:

Crystal Lake Schools
300 Commerce Dr
Crystal Lake, IL 60014

Description	Amount
3 Student Assemblies on Nov 4, 2019	1600
1 Family Engagement Concert on Nov 5, 2019	2000

Times: TBD
Locations: TBD

A deposit of 50% ($1800) is requested in order to reserve the date

Amount paid to date	$0.00
Remaining Balance	**$3,600.00**

Please make all checks payable to Salsana
For questions about this invoice, please contact christina@123andres.com

Thank you for allowing us to be part of your event!

RECEIVED
NOV 08 2019
BY: MW

CRYSTAL LAKE 47 ELEMENTARY DISTRICT

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Kelli Catini/Lisa Melendez
School or department:	Core
Date submitted:	11/08/19
Vendor:	Easterseals
Purpose of contract:	On-site coaching to schools & districts, which will include observation, ongoing assessment, problem solving and technical assistance in the ASPIRE program at South Elementary School.
New contract or renewal:	New Contract
Amount of contract:	$12,512.16

Revised 7/20/2016

Account number description:	Inservice Training Workshops and Seminars
Account number charged:	10 E 000 2213 0312 00 462012
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education: Y N

Date: 11/18/19

Revised 7/20/2016

Contract #00000148

CONTRACT

Make checks payable to Easterseals and mail to:
Easterseals
Attention Kim Nunez
1939 W. 13th St. Suite 300
Chicago, IL 60608

Kelli Catini
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Crystal Lake District 47
300 Commerce Dr
Crystal Lake, IL 60014

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Easterseals Metropolitan Chicago
US

CRYSTAL LAKE ELEMENTARY DISTRICT 47 - 2019-2020 COACHING

Effective Date: Dec 2, 2019

Expiration Date: May 29, 2020

TYPE OF SERVICE	QUANTITY	TOTAL PRICE
Coaching-Full Day (6 Hours)	10	$12,000.00
Total Mileage Cost:		$494.16
Total Amount of Tolls:		$18.00
Hotel Cost:		
	Grand Total:	**$12,512.16**

Description: CRYSTAL LAKE ELEMENTARY DISTRICT 47
On-site coaching to schools and districts, which will include observation, ongoing assessment, problem solving and technical assistance in the ASPIRE program at South Elementary School in Crystal Lake Elementary District 47.

The Easterseals Walkthrough Tool will be used to determine target areas for each classroom, in addition to the Easterseals Classroom Set-Up Checklist, with coaching feedback and summaries provided during and after each visit. Coaching, troubleshooting, and support will empower teachers to further their implementation of Evidence-Based Practices in the classrooms.

Schools and other staff members will be provided with additional targeted support as determined by needs and priorities of the district. Illinois Autism Partnership's coaching and

professional development helps school districts statewide to continue to build their capacity for effectively serving students with autism spectrum disorders.

10 full day coaching sessions to be completed between December 2, 2019 and May 29, 2020 with a suggested/tentative schedule as follows:
December 2019: Weekly (3)
January/February 2020: Every Other Week (4)
March/April/May 2020: Monthly (3)

Snow days, school closing, and coach sick days will be made up on a mutually agreeable date prior to 5/31/20. District cancellations must include 2 weeks notice prior to scheduled date for make-up eligibility. Coaching calendar TBD by 11/22/19.

Location: South Elementary School, 601 Golf Rd, Crystal Lake, IL 60014

MILEAGE/TOLLS
Mileage/Tolls: Calculated from 4415 Harrison Street, Hillside, IL 60162 to South Elementary School, 601 Golf Rd, Crystal Lake, IL 60014 (42.6 miles 1-way, 85.2 miles round trip, $1.80 tolls/round trip)

Terms & Conditions

This agreement is established on between Easterseals' Illinois Autism Partnership and **Crystal Lake District 47.** The contents of this agreement describe the district's obligation for payment of identified services and also includes an outline of Illinois Autism Partnership's deliverables.

The Illinois Autism Partnership facilitates engagement with families and provides individualized support to school districts and community organizations through a variety of methods, including training, professional development, coaching, and consulting. The goal of this partnership is to work in collaboration with districts and organizations to create positive and sustainable outcomes for individuals with autism and other related disabilities.

The Illinois Autism Partnership will work with community organizations to increase the implementation of evidence-based practices. Please refer to page one for an overview of the total service cost.

Mutual Obligations:

- Indemnification
  - Each party to this Agreement agrees that they shall hold harmless, indemnify and defend the other party, its shareholders, directors, officers, agents, and employees against any and all claims, causes of action, injuries and damages including, but not limited to, personal injury and property damage, of the other party, its agents, contractors or employees.

District/Cooperative/Agency Obligations:

- Payment Terms
  - Payment and signature of the contract by the district/school/agency will confirm Easterseals agreement to provide the services within the mutually agreed upon timeframe.
  - See page one for a description of the total costs associated with this contract.
  - Please remit payment within two weeks of the final invoice.
- Insurance
  - Please provide Easterseals with a copy of the agency/district/school's insurance.
- Personnel
  - Agreement from general and special education administrators on implementation of the initiatives identified.
  - Inclusion of a district or school coach or other key personnel to participate in scheduled onsite activities.
- Cancellation
  - Provide two weeks' advance notice for any cancellation or changes in service dates, with the exception of emergency closures.
- Travel
  - Provide payment for all associated travel expenses, including mileage, hotel, and/or meals when identified in advance as a requirement for delivery of the contractual services.

Illinois Autism Partnership Obligations:

- Technical Assistance
  - Provide all services as outlined on page one of this contract.
  - Use practices aligned with the current evidence based research recommended for educating students with disabilities.
  - Coordinate delivery of services with the district.
  - Develop and share a service delivery plan with the district outlining key details, including:
    - Dates of service
    - Times of services
    - Identification of the type of service
    - Training topics, as applicable
  - Provide advance notice for any cancellation or changes in services dates.
  - Work with the district to reschedule canceled services, if/when necessary.
- Coaches
  - Provide coaches that are knowledgeable of current special education practices and experienced in implementing evidence based practices.
  - Assign coaches to the district for implementation of the services.
  - Coaches employees of Easterseals and are not entitled to any benefits from the district or school.
  - Coaches are required to report any suspicions of abuse or neglect to the Department of Child and Family Services hotline.

This contract may be canceled by either party with thirty days written notice.

By signing and accepting below you are acknowledging that you have read and agree to the specific terms outlined in this document and wish to proceed with the implementation of the aforementioned services.

Representative of Crystal Lake District 47

Sarah Smith Manager of Training, Easterseals

Barbara Zawacki, Chief Operating Officer, Easterseals

Contract Approval Request

Complete this form and submit it along with the contract to the purchasing department. After review, the Asst. Superintendent of Business will submit the contract at the next board meeting for approval.

Request Information

Name of Requestor:	Richard LoPresto Kristina Wooden
School or department:	Bernotas Middle School Instrumental Music
Date submitted:	11/5/19
Vendor:	Stan Kenton Legacy Orchestra/Friends of Big Band Jazz
Purpose of contract:	To provide a music clinic with the Bernotas Jazz Ensemble and perform a joint concert with students. Please see attached for more details.
New contract or renewal:	New
Amount of contract:	$6,000.00
Account number description:	Bernotas SBA (instrumental music)
Account number charged:	
Ownership Status:	☐ Minority Owned ☐ Female Owned ☐ Person with a Disability ☐ Locally Owned

District Approval Process

Approved by Board of Education Y N Date: 11/18/19

Revised 7/20/2016

MIKE VAX MUSIC PRODUCTIONS
FRIENDS OF BIG BAND JAZZ

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CONTRACT FOR MUSICAL SERVICES

This contract for musical services from Mike Vax Music Productions is made this 22nd day of October 2019; between the undersigned employer, Friends of Big Band Jazz, the sponsor; and Mike Vax, the leader.

NAME OF BAND: The Stan Kenton Legacy Orchestra directed by Mike Vax
PLACE OF ENGAGEMENT: Bernotas Middle School, 170 N, Oak Street, Crystal Lake, IL 60014
DATES OF ENGAGEMENT: Wednesday, April 22, 2020
TYPE OF ENGAGEMENT: Clinic and Concert
PROPOSED SCHEDULE: Band arrival – 2 PM. Clinics 3 – 5 PM. Dinner 5:30 PM. Concert 7:00 PM
WAGE AGGREED UPON: $6000.00 Fee, plus 20 hotel rooms and dinners for the band, staff and guests
(All checks should be made out to Friends of Big Band Jazz.)
PAYMENT PROCEEDURE: 50% with signed contract and 50% on the evening of the engagement. (This can be amended, depending on school requirements)

ADDENDUMS TO NEGOTIATIONS: Buyer will supply dinners for the band, staff and guests on the date of the engagement, plus bottled water and soft drinks during the day and evening. Buyer will supply professional level sound system to include: 14 (fourteen) microphones and at least 2 (two) monitor speakers for the stage. Buyer will supply professional level drum set to include: Bass drum and pedal, floor tom, 2 tom-toms, Hi-hat stand and cymbal, snare drum and stand, 4 cymbal stands, and throne. The drummer will bring his own cymbals. Professional level Bass amplifier. Piano (preferably a baby grand or a concert grand) tuned to A=440. Buyer will supply 20 Manhasset type music stands in good condition and chairs for the band. Lighting on Stage should remain enough for the musicians to read music.

GENERAL PROVISIONS:

1. Mike Vax Music Productions will provide promotional materials to include photos, background information, and press releases as required by the buyer.
2. A non-refundable fee of $3000 will be paid to Friends of Big Band Jazz if the engagement is cancelled for any reason. If the engagement is canceled within two weeks of the scheduled date, a non-refundable fee of $4000 will be charged.
3. The musicians agree to appear as contracted, unless labor difficulties, civil tumult, strikes, epidemics, severe sickness, interruption or delay in transportation service, acts of God, or any cause beyond their control, should otherwise prevent their performance.
4. No performance shall be recorded, video taped, recorded on DVD, reproduced, or transmitted from the place of performance, in any manner or by any means whatsoever, without specific written agreement with Mike Vax. If any recordings or videotapes are allowed to be made by written agreement, a copy of said recording or video will be sent to Mike Vax within 30 days of the performance.
5. The band is a 19-piece group. Other than MikeVax, no complete guarantee can be made as to listed personnel, due to prior commitments or personal problems.
6. In any action between the parties to enforce any of the terms of this contract, the prevailing party shall be entitled to recover all expenses and/or fees including reasonable attorney's fees and court costs.

THIS CONTRACT IS ENTERED INTO BY:
EMPLOYER SIGNATURE: ONelson (Bd Approved 11.18.19)
FIRM/SCHOOL NAME: Bernotas Middle School Contact: Rick Lopresto
ADDRESS: 170 N. Oak St.
Crystal Lake, IL
TELEPHONE: 815-788-5600 **EMAIL:** ralopresto@d47.org
DATE: 11-19-19

MIKE VAX MUSIC PRODUCTIONS/FRIENDS OF BIG BAND JAZZ:
SIGNATURE:__________ **DATE:**__________
FBBJ FEDERAL TAX ID NUMBER: 943275981
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Stan Kenton Legacy Orchestra Fundraiser

We have the opportunity to host the Stan Kenton Legacy Orchestra (SKLO) at Bernotas Middle School for a clinic with our jazz students and an evening concert for the public.

The Stan Kenton Orchestra was an innovative jazz big band from the 1950s through the late 1970s. One of Kenton's missions in his music was to bring jazz to young people across America. While the official Stan Kenton Orchestra folded with Kenton's passing in 1979, with the blessing of his estate the SKLO was formed to continue promoting jazz music and education to young people. They have performed at over 3,000 schools around the world.

The SKLO is planning a spring tour through the midwest in 2020. With each appearance, the members provide a free clinic with the host students. Our Jazz Ensemble members would have the opportunity to work one-on-one with members of the SKLO. In the evening, they would perform a concert for the public in our gymnasium.

Ticket sales and ad copy in the concert programs would cover the costs of bringing in the band and also raise funds for our student activity account.

The initial cost to cover the SKLO is $6,000.00. In addition, they require 20 hotel rooms booked for the members of the band. After visiting with and speaking to several hotels that are affiliated with the Crystal Lake Chamber of Commerce, the Super 8 gave us the best quote. Rooms will be $60.00 for 18 of them, with the remaining 2 being given to us complimentary. That amounts to $1,080.00.

Initial thoughts are to have ticket prices set up similarly to the Wizards basketball fundraiser. Students at $15.00, adults at $20.00, and premium seats (floor) at $25.00. The possibility of using a service for online ticket sales is being investigated by Cathy Nelson. If that is incompatible with District 47 policies and procedures, we will generate a sales form for tickets to be sold in person. Students and faculty would have the sales form made available to them and they would collect ticket orders in this fashion.

The SKLO is available on Wednesday, April 22, 2020. Students would receive their jazz clinic from 3:00-5:00 PM and then break for dinner with the members of the SKLO. A potluck dinner will be provided by parent volunteers. The Bernotas Jazz Ensemble would then open the concert at 7:00 PM, followed by a set by the SKLO.

At this time, invitations have been issued to Beardsley and Lundahl to gauge interest in participating in the clinic time with SKLO. Beardsley has declined, due to the timing of their performances and the stage of preparation they will be at in mid-April. Lundahl will be making the invitation to their jazz students to attend the clinic session and participate in a meaningful and beneficial manner. They will not be performing at the concert that evening.

Publicity and promotion for this event will be ongoing. The instrumental music teachers in the immediate area (District 47, District 155, and Jacobs HS) have already been informed of this proposal and are ready to promote this concert to their students. Details of the event will be shared with Denise Barr and her team. We will also reach out to the other middle school directors in the Fox Valley Athletic Conference so that they can promote this concert to their students. We will also ask the leadership in the Illinois Music Education Association District 7 (of which we are members) to send out promotional materials to the membership. Through several previous joint performances, we have a working relationship with Jazz Community Big Band. Their leader and members are also prepared to help publicize this event with their fan base.

CHILDHOOD VICTORIES, INC.
P.O. Box 7544
Algonquin, IL 60102
(888) 667-2370
victor@victorpacini.com

P.O. BOX 7544
ALGONQUIN, IL 60102
888-667-2370

INVOICE

RECEIVED
JUL 0 1 2020
BY: .....

BILL TO

Anastasia Gruper
Crystal Lake Elementary School District
47
300 Commerce Dr
Crystal Lake, IL 60014
United States

INVOICE # 1269
DATE 06/03/2020
DUE DATE 07/03/2020
TERMS See message below

PROGRAM DATE	DESCRIPTION	QTY.	AMOUNT
	Year 2 of 4 price freeze (2019-20 / 2020-21 / 2021-22 / 2022-23) Year 1 - Live Programming Year 2 - Online Curriculum Year 3 - Online Curriculum Year 4 - Live Programming	0	0.00
08/12/2020	ONLINE CURRICULUM (IN PERSON OR ZOOM WEBINAR) LIVE Train the Trainer presentations Presented by a certified Be Seen and Heard© Presenter Covers the following: • Overview of the online modules and presentation slides • Overview and importance of the follow up activities • Overview of the Be Seen and Heard© program • How to present this sensitive material with confidence	1	1,200.00
08/19/2020	One Year School License for 2020-21 school year Fees are based on the number of students NUMBER OF STUDENTS: (7,001 to 7,500 student license) Parent "Peace of Mind Video" (Link will be provided) (Begins on first day of school year and concludes on last day of school year) *All online licenses must be paid in full before receiving access.	1	7,500.00
08/19/2020	One Year School License for 2020-21 school year Fees are based on number of schools utlilizing the curriculum (5-10 school license) (Begins on first day of school year and concludes on last day of school year 2020-21) *All online licenses must be paid in full before receiving access.	1	1,497.00
08/24/2020	(IN PERSON OR ZOOM WEBINAR) 50-60 MINUTE INFORMATION ON BE SEEN AND HEARD© A BODY SAFETY AND SEXUAL ABUSE AWARENESS/PREVENTION PROGRAM FULFILLING THE ERIN'S LAW MANDATE 6:30 PM AT HUSMANN	1	600.00

Thank you...please send a signed copy of the contract with payment.
*All online licenses must be paid in full before receiving access.

BALANCE DUE **$10,797.00**