

## AGREEMENT FOR CONTRACTED SERVICES

This **AGREEMENT FOR CONTRACTED SERVICES**, is effective as of the date of School Board approval through June 30, 2016, by and between the **Center for Technology and Education**, Florida, hereinafter referred to as the "Center" and the ESOL Online Consortium, hereinafter referred to as the "Consortium", is as follows:

- 1) a. This contract is for professional, technical, or personnel services.
- b. ESOL Online Consortium Member Districts - Contact Information

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- 2) a. The Center serves as the agent of the ESOL Online Consortium. All ESOL courses developed under this agreement belong to the Consortium. Members of the ESOL Online Consortium will continue to receive ESOL courses as they are revised and/or new ESOL courses are developed. These courses and their continued refinement represent a benefit to each

Consortium member district.

There is a benefit to Consortium member districts in the access to ESOL courses developed in partnership with the other Consortium members as funded by online course revenues. There is no cost to Consortium member districts other than the time spent on Consortium activities. Teachers from Consortium member districts are offered courses through their districts at no cost. However, individual teachers who elect to register for courses through CTechEd are subject to registration fees.

The Center will continue to administer the state wide delivery of the existing ESOL courses to non-member districts in order to secure funding to support ongoing course development activities related to the ESOL Online Consortium course offerings as detailed below.

The Center shall provide the following services:

Implementation of online delivery services for courses developed to meet state mandated ESOL competencies for education professionals. Fees will be \$225.00 per participant for 60 hour courses and \$95.00 for 18 hour courses. 20% of the fee for each participant will be reserved for the ESOL Consortium to defray update, revision, and editing costs and for any other projects they wish to undertake as a Consortium. The Center will retain \$62.00 of the 60-hour course fee and \$18.00 of the 18-hour course fee as payment for management of updates and maintenance of the ESOL Online courses as well as for managing the administration of all courses statewide. The remainder of the participant fee will cover program expenses with any unexpended dollars from the remainder of the fee reverting to the ESOL Consortium at the end of each contract year.

The schedule for updates, revisions, and maintenance of courses will be determined by the Consortium. The digital content of the course will be packaged in a Common Cartridge Format when a course or an update is complete. The format will be delivered to each district representative on a CD in a zipped folder. The electronic manifest will be a standard format that can be understood by any learning platform or repository that implements Common Cartridge import. The package of course materials will be reusable and editable with Canvas, Blackboard, Moodle and several other Learning Management Systems.

Detailed list of courses and guidelines for the services are contained in the document entitled ESOL Online course updates and maintenance guidelines (updated, May, 2015).

b. **The Consortium shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Course content contact; final proofreading; specifications for format of CD for delivery of courses; marketing of courses at conferences attended by Consortium members; a consolidated list of any changes or revisions requested by Consortium members and of feedback from districts' facilitators.

c. **The Center shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Server; broadband services; First Class licenses and renewals, as needed; Moodle hosting services; web and firewall services; clerical, and technical support; quarterly email marketing to statewide ESOL and Staff Development contacts; course moderators; program management.

- 3) The Center shall maintain such records and accounts as are deemed necessary to assure proper accounting for all funds and performance under this Contract.
- 4) The Center's services under this contract are for the 2015-2016 school year.
- 5) The Center shall report quarterly to the Consortium a full financial report for ESOL Online courses delivered by the Center, including but not limited to all income and expenditures such as: total fees generated; fees paid to the Center; fees allocated to the Consortium; actual program costs; and expenditures designated to be charged against the Consortium's allocations.
- 6) The Consortium retains any and all rights to the course content and design.
- 7) This Contract shall take effect upon the date signed and approved by the member districts' School Board for services provided beginning the date of approval and continuing through June 30, 2016. The Contract shall be reviewed to consider renewal for a period of one calendar year annually.
- 8) Other Provisions:  
No additional provisions at this time.
- 9) Specific Consortium member provisions: No specific provisions at this time.

**Signed:**

**Center For Technology and Education**

Sabrina Gates, Executive Director	Date
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**ESOL Online Consortium Member District**

Superintendent	School Board Chair	Date
Approved for Legal Content June 2, 2015, by Matthews, Eastmoore, Hardy, Crauwels & Garcia, Attorneys for The School Board of Sarasota County, Florida Signed: <u>    ASH    </u>		