

## AGREEMENT TO PROVIDE SERVICES

On this **7<sup>th</sup> day of May 2021**, **the Center for Educational Leadership** (CONSULTANT) and **Los Angeles Leadership Academy** (DISTRICT) agree to the following:

1. The CONSULTANT shall perform the following services: (attach additional page if necessary) **see attached scope of services.**
2. Consideration and Conditions of Payment:
  - a. In consideration for services provided under the terms of this agreement the DISTRICT shall pay the CONSULTANT **Fifty-three thousand, four hundred and twenty dollars (\$53,420).**
  - b. Payments shall be made by the DISTRICT within 45 days of date of invoice upon presentation of an invoice by the CONSULTANT.
  - c. All services provided under this agreement shall be performed to the satisfaction of the DISTRICT, and no payment shall be made for any portion of this project not performed in a satisfactory manner.
  - d. The DISTRICT and CONSULTANT agree that services will be delivered virtually if in-person delivery is not possible due to travel restrictions from either party.
3. This Agreement shall become effective **July 1, 2021**, and shall terminate on **June 30, 2022.**
4. This Agreement may be canceled prior to termination date shown in Section 3. above by either of the parties upon written notice and without showing cause. In the event that this Agreement or any of the services outlined in section 1. above are canceled prior to the termination date specified in section 3, the CONSULTANT shall be entitled to payment as follows:
  - a. If cancelled prior to 90 days of the scheduled date(s) of service then DISTRICT will have no obligation to pay for the day(s) of service including the daily rate, travel, project management and overhead.
  - b. If cancelled between 60-90 days of the scheduled date(s) of service then DISTRICT will be obligated to pay for 50% of the cost of the day(s) of service including the daily rate, travel, project management and overhead.
  - c. If cancelled within 60 days of the scheduled date(s) of service then DISTRICT will be obligated to pay for 100% of the cost of the day(s) of service including the daily rate, travel, project management and overhead.
5. The CONSULTANT herein expressly waives to the DISTRICT any claim to copyright pertaining to all materials, publications, and documents, produced as a result of this agreement and agrees that the DISTRICT shall have exclusive responsibility for their distribution, publication, copyrighting (when applicable), and all other matters relating to dissemination of the materials.
6. The CONSULTANT shall neither assign nor transfer any part of his/her interest in this agreement without the express written consent of the DISTRICT.
7. No changes may be made in the terms or conditions of this agreement, except by the mutual written consent of the parties hereto.
8. No payment or reimbursement shall be made under this agreement for any services performed or expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule or regulation.
9. Payment for services under this agreement shall be reported to the Internal Revenue Service, as required.

\_\_\_\_\_  
Consultant Signature                      Date

\_\_\_\_\_  
Center for Educational Leadership  
Consultant Name (Please print)

\_\_\_\_\_  
Superintendent/Administrator Signature                      Date

\_\_\_\_\_  
Superintendent/Administrator Name (Please print)

Center for Educational Leadership  
Campus Box 358731, 222 Miller Hall  
Seattle, WA 98195  
206-221-6881

91-6001537  
Federal Tax ID Number

**Los Angeles Leadership Academy  
 School Year - 2021-22**

**Cost for 32 Participants**

<b>Partnership outcomes:</b>				
Principals and Home Officers Leaders will develop:				
1. A common language and shared vision for high-quality instruction.				
2. Nonjudgmental methods for observing and analyzing instruction.				
3. Transformative skills in providing targeted feedback.				
4. A collaborative professional learning community focused on student learning.				
5. A broader, deeper culture of public practice.				
<b>Activity</b>	<b>Description</b>	<b>Unit</b>	<b>Cost</b>	<b>Total</b>
Institute 1 - Virtual	1, two-day opening institute with one CEL facilitator	2	\$3,600	\$7,200
Professional Development Institutes	1, one-day Mid-Academy Institute and 1, two-day Closing Institute with one CEL facilitator	3	\$4,100	\$12,300
Cohort-based Learning Walkthroughs	4 learning walkthrough sessions for each of two cohorts with one CEL facilitator (each cohort to have up to 16 people)	8	\$4,100	\$32,800
Materials	One copy each of Walkthrough Basics and Supporting Teacher Learning: Professional Development Planning and Targeted Feedback for Teacher Growth	32	\$35	\$1,120
<b>Total</b>				<b>\$53,420</b>

## Instructional Leadership Academy Los Angeles Leadership Academy 2021-2022

Los Angeles Leadership Academy is interested in developing the expertise of its grade 6 – 12 teachers and principals, so they can better understand the 5D Framework and lead the improvement of instruction in their schools. The proposal below follows from the University of Washington Center for Educational Leadership’s (CEL’s) theory of action that student learning will not improve until the quality of teaching improves, and that the quality of teaching will not improve until there is shared vision for their students’ learning experience and leaders at all levels understand the role they play in improvement.

### Partnership outcomes:

*Principals and Teachers will develop:*

1. A common language and shared vision for high-quality instruction, grounded in the 5D Framework
2. Nonjudgmental methods for observing and analyzing instruction.
3. Transformative skills in providing targeted feedback.
4. A collaborative professional learning community focused on student learning.
5. A broader, deeper culture of public practice.

### Cost for up to 32 participants

Activity	Description	Cost
Institute I  <b>2 virtual days</b> with 1 CEL staff  Dates TBD: August / September 2021	Opening Institute: Virtual two-day overview of the requisite concepts, skills, and processes for: <ul style="list-style-type: none"> <li>• developing instructional leadership habits of mind</li> <li>• considering the “ideal state” for student learning and experience while orientating to the 5D framework</li> <li>• considering the “current state” via the process of observing and analyzing teaching and learning</li> </ul>	\$7,200
Materials / # of participants.	One copy each of <i>Walkthrough Basics</i> and <i>Supporting Teacher Learning: Professional Development Planning and Targeted Feedback for Teacher Growth</i> @ \$35 / per person Estimate: 32 people	\$1,120

Activity	Description	Cost
Professional Development Institutes.  3 days with 1 CEL staff	Mid-academy Institute: One-day learning institute will reinforce shared learning and key skills and will hone characteristics of effective feedback.  A final two-day institute will equip learners with practical skills for designing optimal teacher learning in their schools and systems.	\$12,300 (@4,100/day)
Cohort-based learning walkthroughs.  1 CEL staff for each cohort of up to 16 people; 4 days of learning walkthroughs per cohort.  Estimated: 2 cohorts for a total of 8 days	Embedded opportunities for cohorts to improve their observation and analysis of classroom instruction and to collaborate.  Small-group school visits will focus on developing a common language for instruction and deepening learning of instructional leadership including observing and analyzing classroom instruction and determining teacher professional learning needs.  <i>Note: first learning walk to be scheduled for October, 2021.</i>	\$32,800 (@4,100/day)
Estimated Total		\$53,420

Role	Name	Email Address
District Partnership Manager	Tina Butler	tbutler@laleadership.org
CEL Partnership Manager	Anneke Markholt	markholt@uw.edu
District Contracts	Tina Butler	tbutler@laleadership.org
CEL Contracts	Mindy Dotson	mjdotson@uw.edu