

Salinas City Elementary School District

REPORT TO BOARD OF TRUSTEES	BOARD MEETING DATE: 6/26/17	School Site Plan Reference Page
	DATE: June 16, 2017 FROM: Lori Sanders, Asst. Superintendent, Ed. Services Hilda I. Huerta, Administrator, School Improvement & Parental Involvement SIGNATURE: <i>Banders</i>	Approved By _____ Date: _____ Asst. Supt.: Bus. Dept. <i>J. Christensen 6-20-17</i> Asst. Supt.: Ed Serv. <i>Banders</i> Asst. Supt.: Human Resources <i>[Signature]</i> Superintendent: <i>M. I. Martinez</i>

SUBJECT: The Latino Family Literacy Project- Contract for Service: **ACTION**

ATTACHMENTS:

1. Contract for Services for The Latino Family Literacy Project
2. Proposal

RECOMMENDATION:

Approval of The Latino Family Literacy Project contract for 2017-2018 for all 14 school sites.

ANALYSIS:

The Latino Literacy Project offers proven, meaningful training and workshops for parent coordinators who will work with Latino parents and their children in building the following: a regular family reading routine, the love of reading with their children, and improved language and vocabulary skills through quality bilingual books.

FISCAL IMPACT:

\$31,855.75 to be funded by Title III funds.

PROGRAM IMPACT:

SCESD has identified the need to increase the literacy levels of English Learners. The Latino Family Literacy Project offers a culturally relevant and bilingual approach to parent involvement and provides literacy skills for parents so that they, in turn, can assist their children with literacy skills. Parents will become equipped with reading strategies to implement with their children at home. This project bridges the home-school connection and fosters a strong parent engagement ethic to attain academic success.

SALINAS CITY ELEMENTARY SCHOOL DISTRICT

840 S. Main St. • Salinas, CA 93901
 Phone: (831-753-5600 • Fax: (831) 753-5610

Requisition#
R18-00181

CONTRACT FOR SERVICES

This is an agreement for services between the **Salinas City Elementary School District** ("District") and **The Latino Family Literacy Project**, an independent contractor ("Contractor"), entered this 15th day of June, 2017. **THIS IS NOT AN EMPLOYMENT AGREEMENT.**

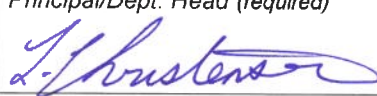
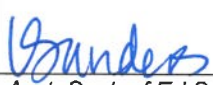
1. Contractor agrees to perform these special services in his/her capacity as an independent contractor:

Literacy program for 14 school sites.

2. Services shall begin on or about **August 10, 2017**, and terminate no later than **June 1, 2018**. Services shall not be assigned or subcontracted to anyone without written consent of District.

3. District agrees to pay Contractor upon invoiced for **\$31,855.75** and payable when the services performed are satisfactory to District. *If over \$5,000 – Board approval date: _____*

4. District retains the right to cancel this contract in the event of funding shortage or for any other reason by written notice of not less than **10** calendar days. In such case, Contractor will be paid through the date of service only. Address stated below will be used for notice purposes.

Name and Address of Contractor:	District Signatures:
<p>Latino Family Literacy Project</p> <p>1107 Fair Oaks Avenue, #225 South Pasadena, CA 91030</p>	<p><i>Principal/Dept. Head (required)</i> <i>Date</i></p> <p> 6-20-17</p> <p><i>Controller or Asst. Supt. of Business Services (required)</i> <i>Date</i></p> <p> 6/19/17</p> <p><i>Asst. Supt. of Ed Services or Human Resources (required)</i> <i>Date</i></p> <p><i>Superintendent (required if contract is \$5,000.00 and over)</i> <i>Date</i></p>
<p>Signed:</p> <p>Date:</p>	
<p>Contractor License/Soc. Sec. No.:</p> <p>20-0573402</p>	<p>Budget Account:</p> <p>01-4203-0-1110-2495-5800-00-000-4117-0000</p>

To Contractor: This offer is not valid without required District signatures. Please sign and return all copies to Business Office, 840 S. Main St. Street, Salinas, CA 93901, prior to _____, if you accept this offer.



The Latino Family Literacy Project

1107 Fair Oaks Ave. #225
 South Pasadena, CA 91030

www.LatinoLiteracy.com

T: (626) 799-7341 Fax: (626) 799-3851

Estimate

Name/Address
Salinas City School District Accounts Payable 840 South Main Street Salinas, CA 93901

Date	Estimate No.	Project
05/11/17	2663	

Item	Description	Quantity	Unit Price	Total
Training/CA	Registration Fee for literacy workshop to be held on in Salinas, CA.	15	200.00	3,000.00
Training/CA	Registration Fee for literacy workshop to be held on in Salinas, CA.	5	200.00	1,000.00
Discount 100%	100% Discount, Complimentary training for 5 people		-100.00%	-1,000.00
Program 1	Infant/Toddler Program (My First Years) 180 Books, 20 Music CDs & Curriculum Binder	2	1,500.00	3,000.00T
Program 2	Preschool Program (School Readiness - I Am Ready!/¡Listo!) 180 Books	2	1,500.00	3,000.00T
Program 3.1	Elementary Program (Family Stories/Cuentos Familiares), First Semester 180 Books	10	1,500.00	15,000.00T
Literacy Materials	Literacy Kit Includes album making materials for 20 families	14	350.00	4,900.00T
Shipping/CA	Shipping Fee for books and materials	28	20.00	560.00
	Sales Tax, City of Salinas		9.25%	2,395.75
For Billing Questions, email our office at: info@LatinoLiteracy.com			Total	\$31,855.75