



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1a

Meeting Date: February 4, 2021

Subject: Approval/Ratification of Grants, Entitlements, and Other Income Agreements
Approval/Ratification of Other Agreements
Approval of Bid Awards
Approval of Declared Surplus Materials and Equipment
Change Notices
Notices of Completion

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Recommend approval of items submitted.

Background/Rationale:

Financial Considerations: See attached.

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Grants, Entitlements, and Other Income Agreements
2. Expenditure and Other Agreements
3. Approval of Declared Surplus Materials and Equipment
4. Notices of Completion – Facilities Projects

<p>Estimated Time of Presentation: N/A Submitted by: Rose Ramos, Chief Business Officer Jessica Sulli, Contract Specialist Approved by: Jorge A. Aguilar, Superintendent</p>

GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

<u>Contractor</u>	<u>New Grant</u>	<u>Amount</u>
<u>COLLEGE & CAREER READINESS</u>		
California Department of Education A21-00062	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2019/20	\$513,485 No Match
<p>07/01/20 – 06/30/22: California Partnership Academy (CPA) grants support eight CPAs at four comprehensive high schools. These academies are focused on smaller learning communities that are career-themed. Academies serve students in grades 10-12 and are structured as schools-within-a-school. Academies in the district follow the Linked Learning approach as their model. The curriculum incorporates integrated academic and career technical education, mentoring, and internships. Academy leadership is provided by a committed team of teachers as well as active business and post-secondary partnerships.</p> <p>CPA funds are used to purchase industry specific equipment, software, transportation for field trips and professional learning services. The collaboration between core academic instruction and Career Technical Education helps to produce both college and career ready students. These programs also strengthen relationships with local industry and postsecondary education partners.</p>		
C.K McClatchy:	Law & Public Services Academy	\$77,670
	Criminal Justice Academy (will be received at a later date)	-
Hiram Johnson:	Law & Criminal Justice Academy	\$77,670
	Corporate Business Academy	\$77,670
	Health & Medical Sciences Academy	\$77,670
John F. Kennedy:	Criminal Justice & Community Services Academy	\$73,355
Luther Burbank:	Law & Social Justice Academy	\$77,670
	Building Trades Academy	\$51,780

EXPENDITURE AND OTHER AGREEMENTS

Restricted Funds

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<u>BUSINESS SERVICES</u>		
T-Mobile USA, Inc. R21-01307	9/24/20 – 1/12/22: Ratification is requested for purchase of an additional 650 mobile hotspots, for a total of 1350, including one year of service, for student use during distance learning. Purchasing Services finds it is in the best interest of the District to utilize the National Association of State Procurement Officials (NASPO) Cooperative Purchasing Agreement #MA176. Cooperative Purchasing Agreements, as authorized by Public Contract Code 20118, allow other government agencies, such as school districts, to piggyback on awards while still satisfying the legally required competition for contracts. As a government entity, the District is able to piggyback on this agreement and purchase directly from T-Mobile under the same terms, conditions and pricing.	Original Amount: \$168,000
Utilizing NASPO Cooperative Purchasing Agreement #MA176		Increase: \$156,000
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Total: \$324,000 CARES Act Funds

ENROLLMENT CENTER

In Class Today SA21-00119	10/12/20 – 8/31/21: Ratification of service agreement is requested due to an increase of the agreement above the Board approval threshold. Services include implementing a family communication program designed to reduce student absenteeism in the classroom, motivating student engagement and attendance during remote learning periods and periods of transition, and motivating returning to school. The program includes both mailed communications and electronic communications to all students as needed. Additional communications were sent during the second week of winter break to encourage returning to school on January 4 th .	Original Amount: \$74,026
New Contract: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Increase: \$35,000
		Total: \$109,206 CARES Act Funds

YOUTH DEVELOPMENT

Expanded Learning Program 2020/21	2/4/21 – 6/30/21: Approval is requested for additional CARES funding for 15 yet-to-be-identified sites that will open as Learning Hubs in February and March. The agency providers will be responsible for staffing hubs for a minimum of seven hours per day with a 12-to-1 student to staff ratio; implementing health and wellness procedures; implementing social distancing plan; providing supplies such as headphones, printers, etc.; enforcing the visitor policy; maintaining small cohorts of students; actively screening staff and students; troubleshooting technology issues for students; providing daily communication with parents/guardians; providing enrichment activities and outdoor play; and helping with synchronous and asynchronous learning.	\$865,478 CARES Act Funds
Agency Providers: <ul style="list-style-type: none">• Boys & Girls Club• Center for Fathers & Families• Leaders of Tomorrow• New Hope Community Development Center• Roberts Family Development Ctr.• Rose Family Creative Empowerment Ctr.• Sacramento Chinese Community Service Center• Target Excellence	About Learning Hubs: Learning Hubs are a cohort of students and staff designed to provide support during synchronous and asynchronous learning times. SCUSD Learning Hubs are designed to support 48 students at school sites with a 12:1 student to staff ratio. Learning Hubs are authorized by California Department of Public Health. The purpose of learning hubs is to provide support to boost student engagement in distance learning. Staff provides support with student log-ins, keeping students stay focused and engaged with their teachers, helping them with their academic assignments, and providing social-emotional support.	
Providers are determined based on the sites ultimately selected for new Learning Hubs.	SCUSD Youth Development Support Services (YDSS) is successfully hosting Learning Hubs at 12 sites: Bowling Green McCoy and Chacon, Ethel I. Baker, Harkness, Hiram Johnson, Isador Cohen, John Cabrillo, John Still, Martin Luther King, Jr., Oak Ridge, Parkway, Sam Brannan and Will C. Wood. The additional 15 hub sites will be identified based on equity indices and Early Identification and Intervention (EII) data and site administration's input.	
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	Dollar amount is an estimate based on the average amount for each Learning Hub for 75 days (\$173,156.39) minus the average amount covered by existing, grant-funded contracts (\$115,457.87) which leaves \$57,698.52 per site to be funded from CARES Act funds. A detailed spreadsheet is attached.	

Expanded Learning Program 2020/21

New Contract:

- Yes
- No

8/27/20 – 6/30/21: Ratification is requested for amendments to Expanded Learning contracts for three providers that have been tasked with operating in-person Learning Hubs at six additional sites as listed below. Increases will be funded with CARES Act dollars. The addition of seven sites was pre-approved at the November 19, 2020 Board meeting based on an estimated dollar amount. Now that six of the sites and the exact cost have been identified, ratification of the amendments is requested. The amendment for the seventh site that will open February 18th will be submitted for ratification at a future Board meeting.

Amendments to 2020/21 Expanded Learning Contracts	
Center for Fathers and Families SA21-00125 Site: Oak Ridge Hub Opened: 1/7/21	Original Contract Amount \$566,608 Increase from CARES Funds \$57,266 New Total \$623,874
Rose Family Creative Empowerment Center SA21-00129 Site: John Still and Parkway Hubs Opened: 1/7/21	Original Contract Amount \$605,560 Increase from CARES Funds \$88,916 New Total \$694,476
Sacramento Chinese Community Service Center SA21-00120 Sites: Hiram Johnson and Will C. Wood; Tahoe Hubs Opened: 1/7/21; 1/28/21	Original Contract Amount \$5,287,063 Increase from CARES Funds \$241,434 New Total \$5,528,497

APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT

SITE/DEPT	ITEM
Charles A. Jones Career & Education Center	BACKGROUND: The Education Code regulates the procedures by which a school district can dispose of personal property. Education Code section 17545 provides that the governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. The District may choose to conduct any sale of personal property authorized under this section by means of a public auction.
TOTAL VALUE	
\$1,500.00	
DISPOSAL METHOD	STATUS: The District has a VBM automotive lift and has determined the equipment is no longer usable.
Surplus/Auction	RECOMMENDATION: It is recommended that the Board of Education approve the sale of the listed items per Education Code section 17545.

NOTICES OF COMPLETION – FACILITIES PROJECTS

Contract work is complete and Notices of Completion may be executed.

Contractor	Project	Completion Date
Takehara Landscape, Inc.	H.W. Harkness Outdoor Learning Space Phase 3	1/13/21

JAN - 8 2021

Grant Award Notification

OFFICE OF THE SUPERINTENDENT
 Sacramento City Unified School District

GRANTEE NAME AND ADDRESS Mr. Jorge Aguilar, Superintendent Sacramento City Unified School District PO Box 246870 Sacramento, CA 95824-6870	CDE GRANT NUMBER			
	FY	PCA	Vendor Number	Suffix
	20	23181	67439	01
Attention Mr. Jorge Aguilar, Superintendent	STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY	
Program Office Accounting Office, Categorical Programs	Resource Code	Revenue Object Code	34	
Telephone 916-643-9000	7220	8590	INDEX	
Name of Grant Program California Partnership Academies (CPA) Program			0615	

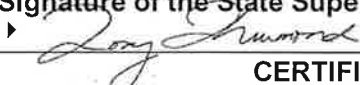
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$77,670		\$77,670		7/01/2020	6/30/2022
CFDA Number	Federal Grant Number	Federal Grant Name		Federal Agency		

I am pleased to inform you that you have been funded for the Law and Public Services Academy (0571) at C. K. McClatchy High School.

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

Please return the original, signed Grant Award Notification (AO-400) to:

Michelle Upton, Staff Services Analyst
 Career and College Transition Division
 California Department of Education
 1430 N Street, Suite 4202
 Sacramento, CA 95814-5901

California Department of Education Contact Maria Burright	Job Title Education Programs Consultant
E-mail Address mburright@cde.ca.gov	Telephone 916-319-0460
Signature of the State Superintendent of Public Instruction or Designee 	Date December 10, 2020

CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS

On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.

Printed Name of Authorized Agent	Title
E-mail Address	Telephone
Signature ▶	Date

RECEIVED

JAN - 8 2021

California Department of Education
 Fiscal Administrative Services Division
 AO-400 (REV. 09/2014)

OFFICE OF THE SUPERINTENDENT
 Sacramento City Unified School District

Grant Award Notification

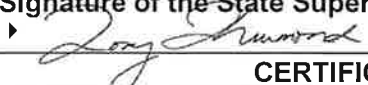

GRANTEE NAME AND ADDRESS Mr. Jorge Aguilar, Superintendent Sacramento City Unified School District PO Box 246870 Sacramento, CA 95824-6870		CDE GRANT NUMBER				
		FY	PCA	Vendor Number	Suffix	
		20	23181	67439	02	
Attention Mr. Jorge Aguilar, Superintendent		STANDARDIZED ACCOUNT CODE STRUCTURE			COUNTY	
Program Office Accounting Office, Categorical Programs		Resource Code	Revenue Object Code	34		
Telephone 916-643-9000		7220	8590	INDEX		
Name of Grant Program California Partnership Academies (CPA) Program					0615	
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$77,670		\$77,670		7/01/2020	6/30/2022
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	

I am pleased to inform you that you have been funded for the Corporate Business Academy (0086) at Hiram W. Johnson High School.

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

Please return the original, signed Grant Award Notification (AO-400) to:

Michelle Upton, Staff Services Analyst
 Career and College Transition Division
 California Department of Education
 1430 N Street, Suite 4202
 Sacramento, CA 95814-5901

California Department of Education Contact Maria Burrigh		Job Title Education Programs Consultant	
E-mail Address mburright@cde.ca.gov		Telephone 916-319-0460	
Signature of the State Superintendent of Public Instruction or Designee 		Date December 10, 2020	
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS			
On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.			
Printed Name of Authorized Agent		Title	
E-mail Address		Telephone	
Signature 		Date	

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California Department of Education
 Fiscal Administrative Services Division
 AO-400 (REV. 09/2014)

OFFICE OF THE SUPERINTENDENT
 Sacramento City Unified School District

Grant Award Notification

GRANTEE NAME AND ADDRESS Mr. Jorge Aguilar, Superintendent Sacramento City Unified School District PO Box 246870 Sacramento, CA 95824-6870				CDE GRANT NUMBER			
				FY 20	PCA 23181	Vendor Number 67439	Suffix 03
Attention Mr. Jorge Aguilar, Superintendent				STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY 34	
Program Office Accounting Office, Categorical Programs				Resource Code 7220	Revenue Object Code 8590	INDEX 0615	
Telephone 916-643-9000							
Name of Grant Program California Partnership Academies (CPA) Program							
GRANT DETAILS	Original/Prior Amendments \$77,670	Amendment Amount	Total \$77,670	Amend. No.	Award Starting Date 7/01/2020	Award Ending Date 6/30/2022	
	CFDA Number	Federal Grant Number	Federal Grant Name		Federal Agency		
<p>I am pleased to inform you that you have been funded for the Health and Medical Sciences Academy (0168) at Hiram W. Johnson High School.</p> <p>This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Michelle Upton, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</p>							
California Department of Education Contact Maria Burright				Job Title Education Programs Consultant			
E-mail Address mburright@cde.ca.gov				Telephone 916-319-0460			
Signature of the State Superintendent of Public Instruction or Designee 				Date December 10, 2020			
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS <i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>							
Printed Name of Authorized Agent				Title			
E-mail Address				Telephone			
Signature 				Date			

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			FY	PCA	Vendor Number	Suffix
			20	23181	67439	04
Attention Mr. Jorge Aguilar, Superintendent			STANDARDIZED ACCOUNT CODE STRUCTURE			COUNTY
Program Office Accounting Office, Categorical Programs			Resource Code	Revenue Object Code	34	
Telephone 916-643-9000			7220	8590	INDEX	
Name of Grant Program California Partnership Academies (CPA) Program						0615
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$77,670		\$77,670		7/01/2020	6/30/2022
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	
<p>I am pleased to inform you that you have been funded for the Law/Criminal Justice Academy (0084) at Hiram W. Johnson High School.</p> <p>This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Michelle Upton, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</p>						
California Department of Education Contact Maria Burright				Job Title Education Programs Consultant		
E-mail Address mburright@cde.ca.gov				Telephone 916-319-0460		
Signature of the State Superintendent of Public Instruction or Designee 				Date December 10, 2020		
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
<i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>						
Printed Name of Authorized Agent				Title		
E-mail Address				Telephone		
Signature ▶				Date		

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		FY 20	PCA 23181	Vendor Number 67439	Suffix 05	
Attention Mr. Jorge Aguilar, Superintendent		STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY 34		
Program Office Accounting Office, Categorical Programs		Resource Code 7220	Revenue Object Code 8590	INDEX 0615		
Telephone 916-643-9000						
Name of Grant Program California Partnership Academies (CPA) Program				0615		
GRANT DETAILS	Original/Prior Amendments \$73,355	Amendment Amount	Total \$73,355	Amend. No.	Award Starting Date 7/01/2020	Award Ending Date 6/30/2022
	CFDA Number	Federal Grant Number	Federal Grant Name		Federal Agency	
<p>I am pleased to inform you that you have been funded for the Criminal Justice and Community Services Academy (0095) at John F. Kennedy High School.</p> <p>This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Michelle Upton, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</p>						
California Department of Education Contact Maria Burrigh				Job Title Education Programs Consultant		
E-mail Address mburright@cde.ca.gov				Telephone 916-319-0460		
Signature of the State Superintendent of Public Instruction or Designee 				Date December 10, 2020		
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
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Printed Name of Authorized Agent				Title		
E-mail Address				Telephone		
Signature ▶				Date		

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 Sacramento City Unified School District

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GRANTEE NAME AND ADDRESS Mr. Jorge Aguilar, Superintendent Sacramento City Unified School District PO Box 246870 Sacramento, CA 95824-6870	CDE GRANT NUMBER			
	FY	PCA	Vendor Number	Suffix
	20	23181	67439	06
Attention Mr. Jorge Aguilar, Superintendent	STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY	
Program Office Accounting Office, Categorical Programs	Resource Code	Revenue Object Code	34	
Telephone 916-643-9000	7220	8590	INDEX	
Name of Grant Program California Partnership Academies (CPA) Program			0615	

GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$51,780		\$51,780		7/01/2020	6/30/2022
CFDA Number	Federal Grant Number	Federal Grant Name		Federal Agency		

I am pleased to inform you that you have been funded for the Building Trades Academy (0585) at Luther Burbank High School.

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

Please return the original, signed Grant Award Notification (AO-400) to:

Michelle Upton, Staff Services Analyst
 Career and College Transition Division
 California Department of Education
 1430 N Street, Suite 4202
 Sacramento, CA 95814-5901

California Department of Education Contact Maria Burreight	Job Title Education Programs Consultant
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E-mail Address mburright@cde.ca.gov	Telephone 916-319-0460
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Signature of the State Superintendent of Public Instruction or Designee 	Date December 10, 2020
---	----------------------------------

CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS

On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.

Printed Name of Authorized Agent	Title
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E-mail Address	Telephone
-----------------------	------------------

Signature ▶	Date
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			FY	PCA	Vendor Number	Suffix
			20	23181	67439	07
Attention Mr. Jorge Aguilar, Superintendent			STANDARDIZED ACCOUNT CODE STRUCTURE			COUNTY
Program Office Accounting Office, Categorical Programs			Resource Code	Revenue Object Code	34	
Telephone 916-643-9000			7220	8590	INDEX	
Name of Grant Program California Partnership Academies (CPA) Program						0615
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$77,670		\$77,670		7/01/2020	6/30/2022
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	
<p>I am pleased to inform you that you have been funded for the Law and Social Justice Academy (0022) at Luther Burbank High School.</p> <p>This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Michelle Upton, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</p>						
California Department of Education Contact Maria Burright				Job Title Education Programs Consultant		
E-mail Address mburright@cde.ca.gov					Telephone 916-319-0460	
Signature of the State Superintendent of Public Instruction or Designee 					Date December 10, 2020	
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<i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>						
Printed Name of Authorized Agent				Title		
E-mail Address					Telephone	
Signature ▶					Date	

T-Mobile for Education Covid-19 Agreement (Hotspot)

This T-Mobile for Education Agreement which will be effective as of the date the second Party signs this Agreement below (“**Agreement Effective Date**”), is by and between T-Mobile USA, Inc., a Delaware corporation (“**T-Mobile**” or “**Contractor**”), and Sacramento City Unified School District, a California School District, with its principal place of business at 5735 47th Avenue, Sacramento, CA 95824 (“**Customer**”).

1. Term. This Agreement term is 1 year of active paid service from the Agreement Effective Date and each line of Service will have a one-year term from date of activation (“**Term**”).

2. Underlying Agreement. Customer agrees to purchase wireless mobile Services and Devices from T-Mobile and T-Mobile agrees to provide the Services and Devices to Customer based on the prices listed below. The terms of Customer’s purchase and use of the Services will be governed by this Agreement and the NASPO ValuePoint Contract No. 1907 and applicable Participating Addendum (“**Master Agreement**”).

(a) NASPO 1907 Agreement. The NASPO Wireless Voice Service, Wireless Broadband Service, Accessories and Equipment Agreement No. 1907 (“**NASPO 1907 Agreement**”) will expire on December 31, 2020. If Customer elects NASPO 1907 Agreement as the Master Agreement in Section 2 above, Customer agrees that this Agreement will be governed by the NASPO ValuePoint Wireless Data, Voice and Accessories Master Agreement No. MA176 and applicable Participating Addendum (“**NASPO MA176 Agreement**”) effective on or before January 1, 2021.

(b) The terms and conditions of this Agreement or the Master Agreement will not be modified or superseded by any terms and conditions in a Customer generated Purchase Order. Purchase Orders will have no force or effect other than to denote quantity, the products or services purchased, delivery destinations, requested delivery dates and any other information required by this Agreement.

3. Offer/Pricing. Mobile Rate Plans include Mobile Device as listed below:

- Discounted or free mobile Internet devices dependent on rate plan as described below.

Rate Plan	Monthly Recurring Charge/Line*	Features	Device Discount/Subsidy** 1-Year Term
2GB	\$10	Up to 2GB of high-speed data, followed by data at reduced speeds up to 128kbps.	\$42 net subsidized device price to Customer - 50% discount off Pre-Subsidy Cost of Device (Pre-Subsidy Cost of Device – \$84)
Government Unlimited LTE	\$20	Unlimited on device 4G LTE data	\$0 net subsidized device price to Customer - 100% discount off Pre-Subsidy Cost of Device (Pre-Subsidy Cost of Device – \$84)

- **This free hotspot offer is subject to inventory availability;
 * Prices above do not include applicable taxes and surcharges; not qualified for any further aggregate volume discount.

4. **Total Order.** Customer agrees to order the following lines of Service and, if applicable, Devices. Amounts below do not include any applicable taxes and surcharges:

Total # of Lines of Service	Rate Plan (check applicable rate plan)	Term Length (months)	Total Service Charge for Term	Pre-Discount/Subsidy Cost per Device	Total Pre-Discount/Subsidy Cost of Devices	Total Subsidy Amount to Customer (Device Discount/Subsidy from Section 3 x # of Lines)	Total Customer Commitment for Service and Device for the Term of the Agreement ¹
250	<input type="checkbox"/> \$10 <input checked="" type="checkbox"/> \$20	12	\$60,000	\$84	\$21,000	\$21,000	\$60,000

¹ Total Customer Commitment for Service and Device is equal to the Total Service Charge for Term added to the Total Pre-Discount/Subsidy Cost of Device subtracted from the Total Subsidy Amount to Customer.

5. (a) **Requirements to qualify for Device Discount/Subsidy:**

- For the Device Discount/Subsidy to be effective, Customer must purchase a Device from T-Mobile with an activated line of Service based on the rate plan listed above under its Master Account. Each line of Service must be activated and maintained for at least 12 months from the date of activation without any suspension or termination of any line of Service that received the Device Discount/Subsidy (the "**Device Discount/Subsidy Term**");
- Customer agrees that it cannot change or move the lines of Service with a Device Discount/Subsidy to a rate plan with a different or lower Rate Plan during the Device Discount/Subsidy Term and if it does, Customer will reimburse T-Mobile for the Device Discount/Subsidy received, as set forth in Section (c) below;
- Each line of Service and each Device purchased must be activated in accordance with the terms of the Master Agreement;
- This Device Discount/Subsidy cannot be combined with any other discount or promo offers;
- Customer's account must remain in good standing with T-Mobile to receive the Device Discount/Subsidy; and
- Lines of Service that are terminated or suspended (without reactivation) within the Device Discount/Subsidy Term will be subject to repayment of the Device Discount/Subsidy as set forth below in Section (c). Customer may suspend lines during the summer months while Customer is not in session; however, the terms for those lines will be extended to qualify for the 12-month Device Discount/Subsidy Term, and the months while the lines are suspended will not qualify to meet the Device Discount/Subsidy Term.

- (b) **Device Discount/Subsidy on Customer's Master Account.** Subject to the requirements in the Section above, T-Mobile will issue the Device Discount/Subsidy when Customer submits an order to T-Mobile under its Master Account.

- (c) **Device Discount/Subsidy Term/Termination; Device Discount/Subsidy Repayment.** If any line of Service that received a Device Discount/Subsidy is terminated or suspended (without reactivation) prior to the end of the Device Discount/Subsidy Term, then Customer agrees to reimburse T-Mobile a pro rata portion of the Device Discount/Subsidy equal to 1/12th of the discounted or subsidized amount for each month remaining in the Device Discount/Subsidy Term. T-Mobile will charge Customer the repayment amount of

the Device Discount/Subsidy for each line of Service terminated before the end of the Device Discount/Subsidy Term on Customer's monthly bill.

6. **Primary Contacts:** The primary contact individuals for this Agreement are as follows (or their named successors):

T-Mobile/Contractor

Name:	David Bezzant, Vice President, T-Mobile For Government
Address:	c/o T-Mobile USA, Inc., 12920 SE 38 th Street, Bellevue, WA 98006
Telephone:	(480) 638-2608
Email:	David.Bezzant@T-Mobile.com

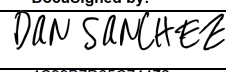
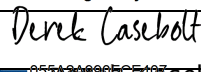
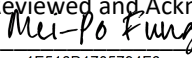
For Legal Notice – send a copy to:

Name:	Legal Department – Sales & Distribution, T-Mobile USA, Inc.
Address:	12920 SE 38 th Street, Bellevue, WA 98006

Customer:

Name of School/ Contact Name:	Sacramento City Unified School District, Gayle McKnight, Purchasing Manager
Address:	5735 47th Avenue, Sacramento, CA 95824
Telephone:	(916) 643-9465
Email:	dan-sanchez@scusd.edu

This Agreement is executed by each Party's authorized representative as of the Agreement Effective Date.

Customer: Sacramento City Unified School District	Contractor: T-Mobile USA, Inc.
DocuSigned by: Signature: 	DocuSigned by: Signature: 
Printed Name: Dan Sanchez	Printed Name: Derek Casbolt
Title: Purchasing Manager II	Title: Director of Sales
Date: 12/7/2020	Date: 12/7/2020
	DocuSigned by: Reviewed and Acknowledged:  12/7/2020 T-Mobile USA, Inc. CSCA Representative

T-Mobile for Education Covid-19 Agreement (Hotspot)

This T-Mobile for Education Agreement which will be effective as of the date the second Party signs this Agreement below ("**Agreement Effective Date**"), is by and between T-Mobile USA, Inc., a Delaware corporation ("**T-Mobile**" or "**Contractor**"), and Sacramento City Unified School District, a California School District, with its principal place of business at 5735 47th Ave., Sacramento, CA 95824 ("**Customer**").

1. Term. This Agreement term is 1 year of active paid service from the Agreement Effective Date and each line of Service will have a one-year term from date of activation ("**Term**").

2. Underlying Agreement. Customer agrees to purchase wireless mobile Services and Devices from T-Mobile and T-Mobile agrees to provide the Services and Devices to Customer based on the prices listed below. The terms of Customer's purchase and use of the Services will be governed by this Agreement and the NASPO ValuePoint Contract 1907 and applicable Participating Addendum ("**Master Agreement**").

(a) NASPO 1907 Agreement. The NASPO Wireless Voice Service, Wireless Broadband Service, Accessories and Equipment Agreement No. 1907 ("**NASPO 1907 Agreement**") will expire on December 31, 2020. If Customer elects NASPO 1907 Agreement as the Master Agreement in Section 2 above, Customer agrees that this Agreement will be governed by the NASPO ValuePoint Wireless Data, Voice and Accessories Master Agreement No. MA176 and applicable Participating Addendum ("**NASPO MA176 Agreement**") effective on or before January 1, 2021.

(b) The terms and conditions of this Agreement or the Master Agreement will not be modified or superseded by any terms and conditions in a Customer generated Purchase Order. Purchase Orders will have no force or effect other than to denote quantity, the products or services purchased, delivery destinations, requested delivery dates and any other information required by this Agreement.

3. Offer/Pricing. Mobile Rate Plans include Mobile Device as listed below:

- Discounted or free mobile Internet devices dependent on rate plan as described below.

Rate Plan	Monthly Recurring Charge/Line*	Features	Device Discount/Subsidy** 1-Year Term
2GB	\$10	Up to 2GB of high-speed data, followed by data at reduced speeds up to 128kbps.	\$42 net subsidized device price to Customer - 50% discount off Pre-Subsidy Cost of Device (Pre-Subsidy Cost of Device – \$84)
Government Unlimited LTE	\$20	Unlimited on device 4G LTE data	\$0 net subsidized device price to Customer - 100% discount off Pre-Subsidy Cost of Device (Pre-Subsidy Cost of Device – \$84)

**This free hotspot offer is subject to inventory availability;

* Prices above do not include applicable taxes and surcharges; not qualified for any further aggregate volume discount.

4. **Total Order.** Customer agrees to order the following lines of Service and, if applicable, Devices. Amounts below do not include any applicable taxes and surcharges:

Total # of Lines of Service	Rate Plan (check applicable rate plan)	Term Length (months)	Total Service Charge for Term	Pre-Discount/Subsidy Cost per Device	Total Pre-Discount/Subsidy Cost of Devices	Total Subsidy Amount to Customer (Device Discount/Subsidy from Section 3 x # of Lines)	Total Customer Commitment for Service and Device for the Term of the Agreement ¹
400	<input type="checkbox"/> \$10 <input checked="" type="checkbox"/> \$20	12	\$96,000	\$84	\$33,600	\$33,600	\$96,000

¹ Total Customer Commitment for Service and Device is equal to the Total Service Charge for Term added to the Total Pre-Discount/Subsidy Cost of Device subtracted from the Total Subsidy Amount to Customer.

5. (a) **Requirements to qualify for Device Discount/Subsidy:**

- For the Device Discount/Subsidy to be effective, Customer must purchase a Device from T-Mobile with an activated line of Service based on the rate plan listed above under its Master Account. Each line of Service must be activated and maintained for at least 12 months from the date of activation without any suspension or termination of any line of Service that received the Device Discount/Subsidy (the “**Device Discount/Subsidy Term**”);
- Customer agrees that it cannot change or move the lines of Service with a Device Discount/Subsidy to a rate plan with a different or lower Rate Plan during the Device Discount/Subsidy Term and if it does, Customer will reimburse T-Mobile for the Device Discount/Subsidy received, as set forth in Section (c) below;
- Each line of Service and each Device purchased must be activated in accordance with the terms of the Master Agreement;
- This Device Discount/Subsidy cannot be combined with any other discount or promo offers;
- Customer’s account must remain in good standing with T-Mobile to receive the Device Discount/Subsidy; and
- Lines of Service that are terminated or suspended (without reactivation) within the Device Discount/Subsidy Term will be subject to repayment of the Device Discount/Subsidy as set forth below in Section (c). Customer may suspend lines during the summer months while Customer is not in session; however, the terms for those lines will be extended to qualify for the 12-month Device Discount/Subsidy Term, and the months while the lines are suspended will not qualify to meet the Device Discount/Subsidy Term.

(b) **Device Discount/Subsidy on Customer’s Master Account.** Subject to the requirements in the Section above, T-Mobile will issue the Device Discount/Subsidy when Customer submits an order to T-Mobile under its Master Account.

(c) **Device Discount/Subsidy Term/Termination; Device Discount/Subsidy Repayment.** If any line of Service that received a Device Discount/Subsidy is terminated or suspended (without reactivation) prior to the end of the Device Discount/Subsidy Term, then Customer agrees to reimburse T-Mobile a pro rata portion of the Device Discount/Subsidy equal to 1/12th of the discounted or subsidized amount for each month remaining in the Device Discount/Subsidy Term. T-Mobile will charge Customer the repayment amount of the Device Discount/Subsidy for each line of Service terminated before the end of the Device Discount/Subsidy Term on Customer’s monthly bill.

6. **Primary Contacts:** The primary contact individuals for this Agreement are as follows (or their named successors):

T-Mobile/Contractor

Name:	David Bezzant, Vice President, T-Mobile For Government
Address:	c/o T-Mobile USA, Inc., 12920 SE 38 th Street, Bellevue, WA 98006
Telephone:	(480) 638-2608
Email:	David.Bezzant@T-Mobile.com

For Legal Notice – send a copy to:

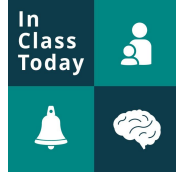
Name:	Legal Department – Sales & Distribution, T-Mobile USA, Inc.
Address:	12920 SE 38 th Street, Bellevue, WA 98006

Customer:

Name of School/ Contact Name:	Sacramento City Unified School District, Dan Sanchez, Manager II, Purchasing
Address:	5735 47th Ave., Sacramento, CA 95824
Telephone:	(916) 643-9460
Email:	dan-sanchez@scusd.edu

This Agreement is executed by each Party’s authorized representative as of the Agreement Effective Date.

Customer: Sacramento City Unified School District	Contractor: T-Mobile USA, Inc.
DocuSigned by: Signature: <i>DAN SANCHEZ</i>	DocuSigned by: Signature: <i>Derek Casebolt</i>
Printed Name: Dan Sanchez	Printed Name: Derek Casebolt
Title: Purchasing Manager II	Title: Director of Sales
Date: 1/13/2021	Date: 1/13/2021
	DocuSigned by: Reviewed and Acknowledged: <i>Lola Saintil</i> 1/13/2021 T-Mobile USA, Inc. CSCA Representative



In Class Today, Inc.
 303 Twin Dolphin Drive, Suite 600
 Redwood City, CA 94065

IN CLASS TODAY, INC. SERVICES AGREEMENT COVER PAGE

This agreement (“Agreement”) is entered into on the “Effective Date,” which shall be the date on which the Agreement is fully executed by both parties, between In Class Today, Inc., (“InClassToday”), and the Customer identified below (“District”). This Agreement includes and incorporates the below Order Form, as well as the accompanying In Class Today Terms and Conditions and Exhibits and Attachments and contains, among other things, warranty disclaimers, liability limitations and use limitations. There will be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof. Each party’s acceptance of this Agreement was and is expressly conditional upon the other’s acceptance of the terms contained in this Agreement to the exclusion of all other terms.

District Information	
District Name: Sacramento City School District	Principal Contact: Jennifer Kretschman
Address: 5735 47th Ave	Title: Director, MTSS
Sacramento, CA 95824	Phone:
	Email: Jennifer-Kretschman@scusd.edu
Billing Contact: Ben Wangberb	Data Contact: Rhonda Rode
Phone:	Phone:
Email: Benjamin-Wangberg@scusd.edu	Email: Rhonda-Rode@scusd.edu

InClassToday Contacts	
Program Manager: Emily Orngard	Sales & Contracts: Nicole Bosworth
Phone: 650-641-9485	Phone: 650-641-9485
Email: emily.orngard@inclasstoday.com	Email: nicole@inclasstoday.com
Billing Contact: Ruth Mohanram	Secondary Email: contracts@inclasstoday.com
Email: ar@inclasstoday.com	

ORDER FORM

Services:

<p>As described below, InClassToday and District will work together to implement a family communication program designed to reduce student absenteeism in the classroom, motivate student engagement and attendance during remote learning periods and periods of transition, and motivate returning to school. The program will include both mailed communications (“Reports”) and electronic communications (“Messages”).</p> <p>InClassToday will use data from the District to deliver the Family Communication Program, analyzing the data to determine which students receive each type of communication, determining appropriate content for each student based on their grade, attendance record, language, school, remote learning/closure status, and other factors, and generating, printing and delivering, mailing the Reports and Messages.</p> <p>InClassToday will apply criteria to personalize the content for each student and to identify and select the students most likely to benefit from receiving each communication, considering factors such as absences and remote learning attendance to date. Specific students may be excluded by the District through the process described in the InClassToday Data Specification and Transfer Standards. InClassToday will also exclude students whose parents or guardians have elected to opt-out of receiving program communications (Reports or Messages), as well as those who don’t meet other eligibility criteria. Additionally, InClassToday will exclude students with undeliverable addresses from receiving mailed Reports.</p> <p>The Program leverages best practices from research conducted by InClassToday and others in the field, and InClassToday’s goal is to provide services that improve over time. As a result, InClassToday may from time to time suggest new approaches and make changes to the Program likely to further program objectives.</p>	
<p>InClassToday will provide the following Professional Services:</p> <ul style="list-style-type: none"> ● Parent Support Team to handle questions from report recipients and direct callers to relevant district resources ● Program Manager to provide periodic updates, answer questions, and lead information webinar trainings for school and district staff ● Program monitoring including information about students receiving Reports and Messages and parent/guardian calls to the Parent Support Team, and students who may have out of date addresses ● End of year program impact analysis 	
<p>Program: InClassToday will send up to 16,264 mailed Reports* in English and Spanish and digital Messages for up to 40,660 students for a 6 week period beginning the week before school starts in English and Spanish based on a delivery calendar and student eligibility criteria mutually agreed upon by InClassToday and District.</p> <p>*Estimated # of Reports; exact number will depend on actual data and student attendance. District has the option to add additional Reports for \$1 each.</p>	
<p>Fees: Total: \$74,026 - License and Program Design Fees: \$80,990 - Reports Fees: \$16,264 - Discounts: -\$23,228</p>	
<p>Payment Schedule: Upon contract execution: \$57,762 November 1 invoice: \$16,264</p>	<p>Term: The term of this Agreement commences on the Effective Date and expires August 31, 2021 subject to early termination as provided herein (the “Term”).</p>

In Class Today Terms and Conditions

PLEASE READ THESE TERMS AND CONDITIONS (“TERMS”) CAREFULLY BEFORE USING THE SERVICES OFFERED BY IN CLASS TODAY, INC. (“INCLASSTODAY”). BY MUTUALLY EXECUTING ONE OR MORE ORDER FORMS WITH INCLASSTODAY WHICH REFERENCE THESE TERMS (EACH, AN “ORDER FORM”), YOU (“DISTRICT”) AGREE TO BE BOUND BY THESE TERMS (TOGETHER WITH ALL ORDER FORMS, THE “AGREEMENT”) TO THE EXCLUSION OF ALL OTHER TERMS. IN ADDITION, ANY ONLINE ORDER FORM WHICH YOU SUBMIT VIA INCLASSTODAY’S STANDARD ONLINE PROCESS AND WHICH IS ACCEPTED BY INCLASSTODAY SHALL BE DEEMED TO BE MUTUALLY EXECUTED. IF THE TERMS OF THIS AGREEMENT ARE CONSIDERED AN OFFER, ACCEPTANCE IS EXPRESSLY LIMITED TO SUCH TERMS.

1. **SERVICES.** Upon mutual execution, each Order Form shall be incorporated into and form a part of the Agreement. Subject to the terms and conditions of this Agreement (including any limitation and restrictions set forth on the applicable Order Form), InClassToday will provide District with the services specified in each Order Form (collectively, the “Services”) during the applicable Order Form Term (as defined below). The Services are subject to modification from time to time (at InClassToday’s sole discretion, for any purpose deemed appropriate by InClassToday). InClassToday will use reasonable efforts to give District prior written notice of any such modification. District will cooperate with InClassToday in connection with the performance of this Agreement by making available such personnel and information as may be reasonably required, and taking such other actions as InClassToday may reasonably request.

2. **LIMITED RIGHTS TO USE STUDENT RECORDS.** District will provide the Student Records (as defined below) to InClassToday solely for InClassToday to provide the Services and otherwise exercise and fulfill its rights and obligations hereunder, and hereby grants to InClassToday the non-exclusive, royalty-free, worldwide, transferable license and right to (i) internally use, copy, modify, create derivative works of, and disclose the Student Records to InClassToday Persons (as defined below) and/or other persons authorized in writing by District solely to provide the Service for the benefit of District, and (ii) freely use, copy, modify, create derivative works of, disclose and otherwise exploit De-Identified Data (as defined below) for any business purposes during and after the Term (including without limitation, for purposes of improving, testing and operating products and services).

InClassToday warrants that it will comply with the requirements of FERPA with respect to the use and disclosure of student records.

“Student Records” means the confidential and proprietary student-related information which District discloses to InClassToday, including as set forth in Attachment A (Data Transfer Standards), and excludes De-Identified Data. “De-Identified Data” means data submitted to, collected by, or generated by InClassToday in connection with District’s use (and InClassToday’s provision) of the Services but only in anonymized form which does not (and cannot be used to) specifically identify District, any of District’s students or any other individual. District shall retain ownership of any rights it may have to the Student Records. “InClassToday Person” is (i) a director, employee, contractor, agent or affiliate of InClassToday, (ii) who needs to access the Student Records in connection with InClassToday’s provision of the Service, and (iii) is subject to confidentiality obligations that are no less protective of the Student Records than the terms of Section 7 of this Agreement. InClassToday reserves the right to utilize independent contractors (e.g., third-party mailing vendors, third-party data integration vendors) to provide the Service. Prior to providing Student Records to

such contractors, InClassToday will enter into a separate agreement restricting the use and disclosure of Student Records in accordance with this Agreement.

Except for the rights expressly granted herein, this Agreement does not give InClassToday any rights, implied or otherwise, to the Student Records. **At no time will InClassToday share any Student Records with any non-InClassToday Person without the written permission of District.** InClassToday shall notify District should InClassToday become aware of any unauthorized access to Student Records. Such notification shall reasonably include a description of the corrective actions that will be undertaken by InClassToday. Upon contract termination, Student Records will be destroyed in accordance with Section 9.

- 3. DISTRICT RESPONSIBILITIES.** District shall only provide the Student Records to InClassToday in accordance with the Data Transfer Standards set forth in Attachment A. District will not, and will not permit any third party to: (i) reverse engineer, decompile, disassemble or otherwise attempt to discover or obtain the source code, object code or underlying structure, ideas or algorithms of the Services or any software, documentation or data related to the Services (“Software”) (provided that reverse engineering is prohibited only to the extent such prohibition is not contrary to applicable law); (ii) modify, translate, or create derivative works based on the Services or Software; (iii) use the Software or Services in any infringing, defamatory, harmful, fraudulent, illegal, deceptive, threatening, harassing, or obscene way; or (iv) use the Services or Software other than in accordance with this Agreement and in compliance with all applicable laws, regulations and rights (including but not limited to those related to, intellectual property, consumer and child protection). District further represents and warrants that neither the Student Records nor the use thereof by InClassToday in accordance with this Agreement will infringe, misappropriate or violate any rights of or agreements with a third party or any laws or regulations. If InClassToday receives any notice or claim that any data provided to InClassToday, or activities hereunder with respect to any such data, may infringe or violate rights of or agreements with a third party or any laws or regulations (a “Claim”), InClassToday may, but is not required to, suspend or terminate the Service. Without limiting the foregoing, District will indemnify InClassToday from all liability, damages, settlements, attorney fees and other costs and expenses in connection with any such Claim or any breach of District’s obligations in this Section 3, as incurred.
- 4. FEES; PAYMENT.** District shall pay InClassToday fees for the Service as set forth in each Order Form (“Fees”). Additionally, in the event that the United States Postal Service increases the First Class Mail postage rate, InClassToday reserves the right to increase Reports Fees accordingly, by an amount no greater than the increase in InClassToday’s costs associated with the increased postage rate. Unless otherwise specified in an Order Form, all invoices issued under this Agreement are payable in U.S. dollars within thirty (30) days from date of invoice. Past due invoices are subject to interest on any outstanding balance of the lesser of 1.5% per month or the maximum amount permitted by law. District shall be responsible for all taxes associated with Service (excluding taxes based on InClassToday’s net income). All Fees paid are non-refundable and are not subject to set-off.
- 5. WARRANTIES.** Each party represents and warrants that it (i) has the authority to enter into this agreement (ii) will comply with applicable law, including without limitation the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) (FERPA) and other data privacy laws. The parties shall reasonably cooperate with each other to facilitate compliance with these laws, regulations and standards.

6. **OWNERSHIP.** District shall retain ownership of any rights it may have to the Student Records. As between the parties, InClassToday alone will retain all intellectual property rights relating to the Service, including without limitation (i) any processes designed, used or implemented or works authored by InClassToday, and (ii) the Reports other than information specific to the District. District grants to InClassToday a non-exclusive, royalty-free right and license to (directly or through InClassToday Persons) use and otherwise exploit the District's names, marks, logos and other identifiers ("Logos") during the Term in accordance with District's reasonable trademark usage guidelines for InClassToday to perform the Services hereunder, including without limitation using the Logos with Reports. District may use the InClassToday's Logos, in accordance with InClassToday's relevant usage guidelines to identify and publicize the Services at conferences and education events; and (ii) InClassToday may identify District as its customer and use District's Logos for marketing and sales purposes, provided that such identification shall not state or imply an endorsement by District. Except as expressly permitted by this Section 6, each Party shall have a written right of approval over the use of its Logos by the other party, which will not to be unreasonably withheld.
7. **CONFIDENTIALITY.** InClassToday will (i) use commercially reasonable efforts to protect the security of Student Records at all stages of providing the Service, (ii) use commercially reasonable efforts to limit access to Student Records to authorized recipients as provided in Section 2, and (iii) not at any time during or after the term of this Agreement disclose Student Records to any other person (other than InClassToday Persons) without District's prior written consent (except that notwithstanding anything else the foregoing may be disclosed as required by law, regulation, or valid legal process, in which case InClassToday shall, unless otherwise prohibited by law, notify District prior to such disclosure). Notwithstanding the foregoing, the confidentiality obligations of this Section 7 do not apply to any information that (a) was lawfully in the possession of InClassToday before receipt from District; (b) is or becomes publicly available through no fault of InClassToday; (c) is received by InClassToday, without use or disclosure restriction, from a third party having an apparent bona fide right to disclose the information to InClassToday; or (d) is independently developed by InClassToday without use of the Student Records. District may be identified as the source of the Student Records.

While the terms of this Agreement are InClassToday's confidential information, each party may disclose the relationship and the existence of this Agreement.

InClassToday shall, to the extent of its liabilities under the laws of the State of California defend the District (including but not limited to, its directors, trustees, officers, and employees) ("District Indemnitees") from any and all claims, actions or suits by unaffiliated third parties, and shall indemnify and hold the District Indemnitees harmless up to \$1,000,000 from and against all losses, damages, costs, expenses paid or payable to such third party(ies) (including attorney fees), where such claims, actions or suits arise solely and directly from InClassToday's or an InClassToday Person's breach of the Student Record confidentiality requirements contained herein, provided InClassToday is promptly notified of any and all threats, claims and proceedings related thereto and given reasonable assistance and the opportunity to assume control over the defense and all negotiations for a settlement or compromise; InClassToday will not be responsible for any settlement it does not approve in writing. The foregoing is District's sole remedy with respect to any breach of InClassToday's obligations herein relating to Student Records.

8. **WARRANTY DISCLAIMER.** OTHER THAN THE EXPRESS WARRANTIES SET FORTH IN SECTION 5, THE SERVICES, SOFTWARE, AND InClassToday'S PROPRIETARY INFORMATION AND ANYTHING PROVIDED BY OR ON BEHALF OF InClassToday IN CONNECTION WITH THIS AGREEMENT ARE PROVIDED "AS-IS," WITHOUT ANY WARRANTIES OF ANY KIND, AND

InClassToday (AND ITS AGENTS, AFFILIATES, LICENSORS AND SUPPLIERS) HEREBY DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT.

9. **TERMINATION.** Subject to earlier termination as provided below, this Agreement is for the Term as specified in the Order Form. In the event of any material breach of this Agreement, the non-breaching party may terminate this Agreement prior to the end of the Term by giving thirty (30) days prior written notice to the breaching party; provided, however, that this Agreement will not terminate if the breaching party has cured the breach prior to the expiration of such thirty-day period. Either party may terminate this Agreement, without notice, (i) upon the institution by or against the other party of insolvency, receivership or bankruptcy proceedings (provided that if such proceedings are involuntary, they are not dismissed within 120 days), (ii) upon the other party's making an assignment for the benefit of creditors, or (iii) upon the other party's dissolution or ceasing to do business without a successor. This Agreement may be terminated without cause by District upon fifteen (15) days written notice to InClassToday. In the event of a termination without cause, District shall pay InClassToday for all services performed and all expenses incurred under this Agreement supported by documentary evidence, including payroll records, and expense reports up until the date of notice of termination.

All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, restrictions, accrued rights to payment, confidentiality obligations, indemnification obligations, intellectual property rights, warranty disclaimers, and limitations of liability. Within sixty (60) days of termination or expiration of this Agreement, InClassToday will destroy all District Student Records in its possession.

10. **LIMITATION OF LIABILITY.** EXCEPT FOR EITHER PARTY'S INDEMNIFICATION OBLIGATIONS, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER (I) FOR ANY INDIRECT, PUNITIVE, CONSEQUENTIAL, OR SPECIAL DAMAGES, INCLUDING LOST REVENUES OR PROFITS, ARISING FROM BREACH OF THE TERMS IN THIS AGREEMENT, NEGLIGENCE, STRICT LIABILITY OR OTHER TORT, OR ANY OTHER CAUSE, OR (II) AMOUNTS, IN THE AGGREGATE, IN EXCESS OF THE FEES PAID OR PAYABLE TO INCLASSTODAY HEREUNDER IN THE TWELVE MONTH PERIOD ENDING ON THE DATE THAT A CLAIM OR DEMAND IS FIRST ASSERTED.
11. **INSURANCE.** InClassToday shall procure and maintain the types and minimum limits of insurance as required by District, covering the performance of the Service. InClassToday shall procure all insurance solely from insurers authorized to do business on an admitted basis in the State of California, or otherwise acceptable to District and their Office of Risk Management, or the equivalent office thereof. Prior to commencement of services and during the life of this Agreement, InClassToday shall provide the District with a certificate of insurance reflecting its comprehensive general liability and cyber liability insurance coverage in a sum not less than \$1,000,000 per occurrence naming District as an additional insured. Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory.
12. **MISCELLANEOUS.** This Agreement will be governed by, and construed in accordance with, the substantive laws of the State of California, without giving effect to any choice or conflict of law provision. Any action, suit or other proceeding arising under or relating to this Agreement (a "Suit") shall be brought

in a court of competent jurisdiction in the State of California, and the parties hereby consent to the sole jurisdiction of the state and federal courts sitting in the State of California. The Parties are independent contractors and neither party shall be deemed to be an agent or employee of the other party. Neither party shall have authority to make any statements, representations or commitments of any kind on behalf of the other party, or to take any action which shall be binding on the other party. Neither party may assign this Agreement without the written consent of the other party; provided that either party may assign all of its rights and obligations under this Agreement to a successor-in-interest in connection with a sale or transfer of substantially all of such party's assets or business to which this Agreement relates. No modification or waiver of any provision of this Agreement or any Attachment shall be valid unless in writing and executed by duly-authorized representatives of both Parties. A failure by one of the Parties to this Agreement to assert its rights hereunder shall not be deemed a waiver of such rights. No such failure or waiver in writing by any one of the Parties hereto with respect to any rights shall extend to or affect any subsequent breach or impair any right consequent thereon. If any provision of this Agreement is or becomes invalid or is ruled invalid by any court of competent jurisdiction or is deemed unenforceable, it is the intention of the parties that the remainder of this Agreement shall not be affected. This Agreement may be executed in two or more counterparts, and by facsimile or electronic transmission, each of which will be deemed to be an original, but all of which together shall constitute one and the same instrument. This Agreement and its Exhibits and Attachments embody the entire understanding between District and InClassToday, and any prior or contemporaneous representations, either oral or written, are hereby superseded. All notices required by or relating to this Agreement shall be in writing and shall be sent by means of certified mail, postage prepaid, to the Parties to the Agreement and addressed, if to District, to the address set forth on the Order Form, and if to InClassToday, as follows:

In Class Today, Inc.
303 Twin Dolphin Drive, Suite 600
Redwood City, CA 94065
Attn: Contracts
Email: contracts@inclasstoday.com

or addressed to such other address as that party may have given by written notice in accordance with this provision. All notices required by or relating to this Agreement may also be communicated by email, provided that the sender receives and retains confirmation of successful transmittal to the recipient. Such notices shall be effective on the date indicated in such confirmation. In the event that either party delivers any notice hereunder by means of email transmission in accordance with the preceding sentence, such party will promptly thereafter send a duplicate of such notice in writing by means of certified mail, postage prepaid, to the receiving party, addressed as set forth above or to such other address as the receiving party may have previously substituted by written notice to the sender.

IN WITNESS WHEREOF, District and InClassToday have executed this Agreement as of the Effective Date.

DISTRICT

Signature: _____


DocuSigned by:
Rose Ramos
CC6FE7C204D7402...

By: Rose Ramos, CBO

Date: 10/12/2020

IN CLASS TODAY, INC.

Signature: _____



By: Emily Bailard, CEO

Date: 10/6/2020

ATTACHMENT A DATA TRANSFER STANDARDS

District will provide InClassToday with access to data as specified in the “**InClassToday Data Specification and Transfer Standards**” which contains comprehensive information on data fields and the transfer process. Data will be transferred to InClassToday daily. A summary of key steps are as follows:

- **Data Fields:** District will provide InClassToday with the following data files for all students who are currently enrolled in the district, as well as historical data. A complete list of the fields and transfer protocol can be found in the “InClassToday Data Specifications and Transfer Standards”.
 - **Roster File:** One row per student. Sample fields: student ID, first name, last name, enrollment date, un-enrollment date, school, grade, mailing address(es), contact information including phone and email*, demographic information, home language, exclusion flag
 - **Daily Attendance File:** One row per attendance event. Sample fields: student ID, attendance date, attendance code
 - **Period Attendance File (Optional):** One row per attendance event. Sample fields: student ID, attendance date, attendance code
- **Executing the Data Transfers:** InClassToday will host a secure, FERPA-compliant data transfer protocol through which the District will transfer all required data files on a daily basis. Additional details can be found in “InClassToday Data Specification and Transfer Standards.”

Please note that these data specifications and transfer standards are subject to change.

*As part of the program of intervention, InClassToday may send a text message to any guardians whose phone number has been provided. The first message will provide the recipient with the opportunity to opt-out of receiving further messages. If the district is not authorized to send text messages to specific guardians, follow the instructions in the InClassToday Data Specification and Transfer Standards to exclude them from text outreach. Note: digital communication will only be sent to parents and guardians; no digital communication is sent directly to students.

In Class Today, Inc.
303 Twin Dolphin Drive, Suite 600
Redwood City, CA 94065

**AMENDMENT No. 1 TO IN CLASS TODAY, INC. AND SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
SERVICES AGREEMENT DATED OCTOBER 12, 2020**

This Amendment No. 1 (“Amendment”) to the Services Agreement between In Class Today, Inc. and Sacramento City Unified School District executed on October 12, 2020 (“Agreement”) is entered into on the “Effective Date,” which shall be the date on which the Amendment is fully executed by both parties, between In Class Today, Inc., (“InClassToday”), and Sacramento City Unified School District (“District”).

The purpose of this Amendment is to amend the Services Agreement so that In Class Today, Inc. can provide additional services to the District in accordance with Exhibit A, attached hereto. The Order Form 2 contained in Exhibit A is hereby added to Services Agreement, which is amended to include the original Order Form as well as Order Form 2. Additional fees apply as outlined in Exhibit A.

Except as specifically provided for herein, all other terms of the initial agreement remain in full force and effect. In the event of an inconsistency between the terms and conditions in this Amendment and the Agreement, the provisions herein shall prevail.

**AGREED BY:
DISTRICT: Sacramento City School District**

By 
4C99B7D65C74472...

Date: 1/19/2021

Name: Dan Sanchez

Title: Purchasing Manager

**AGREED BY:
In Class Today, Inc.**

By 

Date: 1/19/2021

Name: Emily Bailard

Title: Chief Executive Officer

EXHIBIT A ORDER FORM #2

Services:

As described below, InClassToday and District will work together to implement a **Family Engagement & Resource Program**. The Program is designed to engage and communicate with families around transitions (spring semester, summer transition, and potential transition to in-person learning) and equitably communicate with families who are hard to reach through traditional channels. Additionally, it will help identify barriers to attendance and support families in navigating district and community resources. The program will include both mailed communications (“Letters”) and electronic communications (“Messages”).

InClassToday will use data from the District to deliver the Family Engagement & Resource Program, analyzing the data to determine which students receive each type of communication, determining appropriate content for each student based on their grade, attendance record, language, school, remote learning/closure status, and other factors, and generating, printing and delivering, mailing the Letters and Messages. Specific students may be excluded by the District through the process described in the InClassToday Data Specification and Transfer Standards. InClassToday will also exclude students whose parents or guardians have elected to opt-out of receiving program communications (Letters or Messages), as well as those who don’t meet other eligibility criteria. Additionally, InClassToday will exclude students with undeliverable addresses from receiving mailed Letters.

The Program leverages best practices from research conducted by InClassToday and others in the field, and InClassToday’s goal is to provide services that improve over time. As a result, InClassToday may from time to time suggest new approaches and make changes to the Program likely to further program objectives.

Program Elements:

- 4,380 mailed Letters* in English and Spanish and digital Messages for up to 21,900 TK-6th grade students in English and Spanish based on a delivery calendar and student eligibility criteria mutually agreed upon by InClassToday and District. Content of these communications will be mutually agreed upon and will focus on:
 - Transitions (e.g. welcome back to spring semester, transition to summer, and transition to in-person learning if relevant)
 - Check-in texts to identify barriers to attendance individual students are facing and to understand trends
- Chatbot to help families answer common questions and navigate district resources in English and Spanish
- Multilingual family Support Team to handle questions from letter recipients and direct callers to relevant district & community resources
- Program manager to provide periodic updates, answer questions, and lead information webinar trainings for school and district staff
- Program monitoring including information about students receiving Letters and Messages, chatbot questions, and parent/guardian calls to the Family Support Team, and students who may have out of date addresses

*District has the option to add additional Letters for \$1 each.

Fees: Total: \$35,000
 Program Design and Licenses Fees: \$30,620
 Letters Fees: \$4,380
 Professional Services Fee: \$0

Payment Schedule

Upon amendment signature: \$30,620
 January 15, 2021: \$4,380

Existing 12 Sites

Hub Site	Total Budget for Learning Hubs	Partner Agencies	Current Contract Amount with Partner Agencies	Funding Source for Current Contracts	Approved CARES Funding for Expanded Services	Number of Days	Operating Hours	Start Date	End Date	Board Approval Date
Bowling Green	\$223,960.08	Sacramento Chinese Community Service Center	\$113,193.99	ASES Grant	\$110,766.09	156	8:00 a.m. to 2:00 p.m.	10/8/2020	6/17/2021	11/5/2020
Harkness	\$190,250.00	Center for Fathers and Families	\$131,430.80	ASES Grant	\$58,819.20	156	8:30 a.m. to 3:30 p.m.	10/8/2020	6/17/2021	11/5/2020
Isador Cohen	\$199,259.00	Leaders of Tomorrow	\$178,218.99	ASES & 21st Century Community Learning Center's Grants	\$21,040.01	156	8:00 a.m. to 12:30 p.m.	10/8/2020	6/17/2021	11/5/2020
John Cabrillo	\$223,960.08	Sacramento Chinese Community Service Center	\$113,193.99	ASES Grant	\$110,766.09	156	7:30 a.m. to 2:30 p.m.	10/8/2020	6/17/2021	11/5/2020
Martin Luther King	\$233,007.05	Sacramento Chinese Community Service Center	\$209,583.99	ASES & 21st Century Community Learning Center's Grants	\$23,423.06	156	8:00 a.m. to 2:00 p.m.	10/8/2020	6/17/2021	11/5/2020
Sam Brannan	\$193,750.33	City of Sacramento	\$150,925.32	ASES Grant	\$42,825.01	156	8:00 a.m. to 2:00 p.m.	10/8/2020	6/17/2021	11/5/2020
Ethel I Baker	\$211,281.65	Ethel I Baker	\$121,872.19	ASES Grant	\$89,409.46	141	8:30 a.m. to 2:30 p.m.	10/29/2020	6/17/2021	11/5/2020
Hiram Johnson High School	\$185,398.89	Sacramento Chinese Community Service Center	\$110,000.00	21st Century ASSETs Grant	\$75,398.89	107	Mon. 8:00 a.m. to 2:00 p.m.; Tues. - Fri. 10:00 a.m. - 3:30 p.m.	1/7/2020	6/17/2021	11/19/2020
John Still K-8	\$199,151.58	Rose Family Creative Empowerment Center	\$175,824.97	ASES Grant	\$23,326.61	107	8:00 AM - 2:00 PM	1/7/2020	6/17/2021	11/19/2020
Oak Ridge Elementary	\$180,522.00	Center for Fathers and Families	\$123,255.68	ASES Grant	\$57,266.32	107	8:30 AM - 2:30 PM	1/7/2020	6/17/2021	11/19/2020
Parkway Elementary	\$191,084.05	Rose Family Creative Empowerment Center	\$125,494.40	ASES Grant	\$65,589.65	107	9:00 AM - 2:00 PM	1/7/2020	6/17/2021	11/19/2020
Will C Wood Middle	\$195,348.64	Sacramento Chinese Community Service Center	\$150,925.31	ASES Grant	\$44,423.33	107	8:00 AM - 1:30 PM	1/7/2020	6/17/2021	11/19/2020
Tahoe Elementary	\$179,734.37	Sacramento Chinese Community Service Center	\$113,193.99	ASES Grant	\$66,540.38	93	8:30 AM-2:30 PM	1/28/2021	6/17/2021	11/19/2020
Nicholas Elementary	\$175,500.00	Sacramento Chinese Community Service Center	\$115,457.87	ASES Grant	\$60,042.13	80	8:30 AM-2:30 PM	2/18/2021	6/17/2021	11/19/2020
Totals	\$2,782,207.72		\$1,932,571.49		\$849,636.23					

Proposed Additional 15 Sites

Hub Site	Total Budget for Learning Hubs	Partner Agencies	Estimated Current Contract Amount with Partner Agencies	Funding Source for Proposed Contracts	Estimated CARES Funding for Expanded Services	Number of Days	Operating Hours	Start Date	End Date	Proposed Board Approval Date
new site 1 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 2 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 3 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 4 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 5 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 6 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 7 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 8 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021

new site 9 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 10 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 11 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 12 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 13 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 14 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021
new site 15 of 15	\$173,156.39	TBD	\$115,457.87	ASES	\$57,698.52	75	8:00 AM - 2:30 PM	2/25/2021	6/17/2021	2/4/2021

\$865,477.80 (PENDING BOARD APPROVAL)

AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Youth Development Support Services Department
And
Center for Fathers and Families**

Amendment No. 2

The agreement between Sacramento City Unified School District (“District” or “SCUSD”) and Center for Fathers and Families (“CFF”), dated August 27, 2020 is hereby amended as follows:

Attachment A of the Agreement is hereby replaced in its entirety with Attachment A of this Amendment.

B. Payment. For provision of services pursuant to this Agreement, District shall reimburse CFF for direct services not to exceed \$623,873.76 which represents an increase of \$57,266.32 to the agreement.

Breakdown:

Program/Funding	School Name	Contract Amount	Number of Students	Target Days
ASES	Father Keith B. Kenny	\$140,360.55	N/A	180
ASES	H.W. Harkness	\$131,430.80	N/A	180
ASES	New Joseph Bonnheim	\$112,741.21	N/A	180
ASES	Oak Ridge	\$123,255.68	N/A	180
CARES Funding	H.W.Harkness	\$58,819.20	40	156
CARES Funding	Oak Ridge	\$57,266.32	48	107

All other provisions of the Agreement remain unchanged.

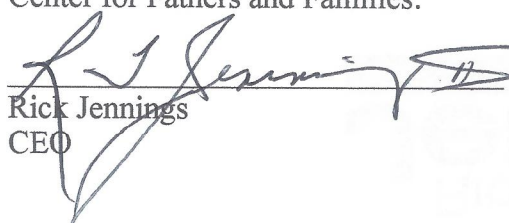
IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed.

District:

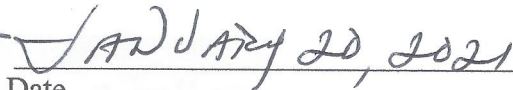
Rose Ramos
Chief Business Officer

Date

Center for Fathers and Families:


Rick Jennings
CEO

Date


Date

Sacramento City Unified School District and Center for Fathers and Families:
Attachment A

DISTRICT shall:

1. Provide support for program evaluation.
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for each school that will provide the support and guidance needed to operate the Expanded Learning program.
4. Meet monthly with the Program Manager of CFF to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the Program, classroom space for classes and activities, and storage space for program supplies/materials. **(Note: All Expanded Learning programs will start virtually due to COVID-19).**
10. Provide Expanded Learning snack that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, CFF site liaison and site administrator to identify program needs, successes and assistance.
13. Provide a "Mid-Year" Partnership Report addressing strengths and areas for improvement for future partnership.

Center for Fathers and Families shall:

1. Provide services based on the guidance from CDE. (*Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools*)
<https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>
2. Work collaboratively with the District and the school to create a comprehensive program plan for the Expanded Learning program. The plan will be shared out with stakeholders including school site administrators. CFF's Expanded Learning plan is attached to this Agreement and CFF will be held accountable to follow the plan presented to the District.
3. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
4. All Expanded Learning staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
5. Provide an "End of Year" Report on status of all outcomes and objectives.
6. Maintain and provide to the District monthly attendance and program activities records.

7. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
8. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor. *(This applies only when staff will work with students in person).*
9. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
10. Develop special activities or virtual field trips for the sites individually and collectively.
11. Attend and provide monthly reports at designed meetings, monthly CFF meetings, monthly CFF Program Managers meetings, as well as other planning meetings as necessary.
12. Work collaboratively with the other outside CFF contracted by the District to provide after school services at school sites as permitted under the District's policies and applicable local, state, and federal law.
13. Communicate progress of project/partnership development on a timely and consistent manner to the District.
14. Communicate new partnership opportunities with the District.
15. Advertise, when possible, project/partnership in newspaper, events, press releases, *etc.* with the prior approval of the District.
16. Provide at least one full time Program Manager/per site that is employed until the termination of this Agreement and sufficient staffing to maintain a 20:1 student/staff ratio based on the grant requirement (funding per site and number of students to be served). CFF will be required to report to and provide updates to the District regarding the number of staff and hours of employment at each of their contracted site.
17. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
18. Provide annual in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
19. Meeting with the Program Manager and District contact person to identify program needs, successes and areas for assistance.
20. Act as liaison with parents in supporting family engagement.
21. Other areas as agreed upon by the Parties.

The District shall:

1. Designate a school staff person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Provide space for the program to operate, including office space for the Program Manager, classroom space for classes and activities, and storage space for program supplies/materials when services resume in-person.

7. Help coordinate custodial and storage needs of the program.
8. Meet monthly or as needed with the Program Manager, the District liaison, site liaison and/or site administrator to identify program needs, successes and assistance.

Learning Hubs: Scope of Services

District is responsible for supporting enrollment process, nutrition, health and safety guidance and training, facilities, guidance on air quality, Personal Protective Equipment (PPE), staff to address health and safety concerns, daily disinfecting/cleaning of classrooms and providing aides for students with special needs.

Center for Fathers and Families is responsible for providing staff for minimum of seven hours with a 10 to 1 students to staff ratio, implement health and wellness procedures, implement social distancing plan, supplies such as headphones, printer etc, enforce visitor policy, maintaining small cohorts of students, active screening of staff and students, troubleshoot technology issues for students, daily communication with parents/guardians, enrichment activities, outdoor play, and helping with synchronous and asynchronous learning.

Center for Fathers and Families staff will follow all CDPH & SCUSD Guidelines.

The Community Partner will provide the following services:

- Designate a staff person to respond to COVID concerns and liaison with the District contact for COVID; Health Services
- Train Staff, Campers and Families in the following protocols: Training In Collaboration with Health Services
 - Enhanced sanitation;
 - Teach and reinforce hand washing;
 - Avoiding contact with eyes, nose and mouth;
 - Covering coughs and sneezes;
 - Teach Campers to wash hands frequently, including before and after eating, after coughing or sneezing, after they share items, and after using the restroom;
 - Develop routines to regularly and appropriately wash hands at scheduled intervals;
 - Teach campers to use tissue and to cough into tissue or their elbow;
 - Use fragrance free Ethyl alcohol based sanitizer if soap is not available;
 - Limit hand sanitizer use for Campers under age 9 only under adult supervision;
 - Call 1-800-222-1222 for Poison Control if needed.
 - Limit use of playground equipment in favor of physical activities that require less contact with surfaces;
 - Clean and disinfect frequently touched surfaces as possible throughout the day by trained staff;
 - Frequently touched surfaces include:
 - Door handles;
 - Light switches;
 - Sink handles;
 - Bathroom surfaces;
 - Tables;

- Ensure safe and correct storage and application of disinfectants.
- Limit sharing of materials and access to other Camper property:
 - To the extent possible limit sharing of equipment, books, games, toys, supplies and other materials;
 - If sharing is allowed, proper cleaning and disinfecting between users;
 - Keep the Camper's belongings separated and individually labeled;
 - Ensure Camper belongings are taken home nightly;
 - Ensure adequate supplies to minimize sharing of high-touch materials (eg: art supplies, equipment);
 - Limit supplies to one cohort at a time;
 - Avoid sharing electronic devices.
- Ventilation: Open windows, play outside. Follow air quality guidance listed above.
- Social Distancing plan:
 - Limit number of Campers to maintain physical distancing;
 - Minimize contact between staff, families and Campers at beginning and ending of the day:
 - Designate a pick-up and drop-off location;
 - Campers will be picked up and dropped off at the car;
 - Parents/guardians will not exit the vehicle;
 - Use staggered arrival and drop off times.
 - Designate entry/exit routes to minimize the flow of foot and car traffic;
 - Use plexiglass panels as needed;
 - Ensure 6' between seating and desks.
 - Stagger breaks for employees to maintain social distancing.
- Visitors Policy
 - Non-essential visitors, volunteers and activities involving other cohorts are not allowed at this time;
 - No visitors allowed on site at this time;
 - Pick-up and drop-off in designated area
 - Campers will be picked-up/dropped-off
- Cohorts
 - Maintain small groups, in the same location;
 - Cohorts must be a consistent and fixed group of individuals.
 - no more than 16 individuals may be in a cohort (this includes any mix of adults and students).
 - Students and staff from other cohorts may not intermingle;
 - Activities will be redesigned, as needed, to maintain cohorts and social distancing.
 - 1:1 service providers may pull students from a cohort for identified services
- Use of face coverings
 - Follow the CDPH Guidelines for face coverings

- children ages 2 and older must wear face covering unless otherwise indicated;
 - Teach and reinforce use of face coverings;
 - Teach and reinforce how to wear and clean face coverings;
 - Shields can be used instead of a face covering as long as the wearer has a cloth drape at the bottom of the shield and maintains social distancing;
 - Face covering should not be used on anyone who has trouble breathing, who is unconscious or incapacitated, or is unable to remove the covering without assistance.

- Social and Emotional Well-Being
 - The health and safety of our students is a top priority, including providing a comfortable, safe and welcoming environment.
 - Cohorts should be named with fun or welcoming names - having students name their group could also lend to group cohesion.
 - A sense of agency and purpose helps students feel settled and calm - provide daily jobs that students can participate in to build community and cohesion
 - Form daily rituals and routines with students so their day is predictable and structured. Everyone thrives with clear expectations and structure.
 - While the physical space needs to meet health requirements, hang art work, colorful posters or other warm and welcoming greetings to help students feel comfortable.
 - Agree upon ways that students can greet each other and show support without physically touching hands or faces, such as a foot bump, head nod, hand wave, or other appropriate gesture.
 - Schedule time to check-in and identify feelings, with particular emphasis on feeling nervous or anxious about COVID and getting sick. Reach out for additional support for any students or families you are concerned about.
 - If a student expresses thoughts of hurting themselves or wanting to die, which may include verbal statements, written content, artistic expressions, social media postings, etc., immediately follow the 2020-2021 SCUSD Student Suicide Risk Assessment Procedures.”

- Student Health Needs
 - Ensure all staff know if students have specific health needs, such as medications they may take or specific allergies.
 - If medications will be dispensed during programming, staff must receive training on documenting and providing medication.
 - Students with medical conditions that may become life threatening will have an Emergency Care Plan (ECPs). Staff must print out these plans and be familiar with the action steps required in the event of an emergency.
 - Staff must be aware of how to identify an allergic reaction (anaphylaxis). They must know the location of the Epi-Pens on campus and be familiar with how to use them.

- Staff must know the locations of the Automated External Defibrillator (AED) on campus and understand the basic instructions provided near the AED.

AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Youth Development Support Services Department
And
Rose Family Creative Empowerment Center**

Amendment No. 1

The agreement between Sacramento City Unified School District (“District” or “SCUSD”) and Rose Family Creative Empowerment Center (“RFCEC”), dated August 27, 2020 is hereby amended as follows:

Attachment A of the Agreement is hereby replaced in its entirety with Attachment A of this Amendment.

B. Payment. For provision of services pursuant to this Agreement, District shall reimburse RFCEC for direct services not to exceed **\$694,475.63** which represents an increase of **\$88,916.26** to the agreement.

Breakdown:

Program/Funding	School Name	Contract Amount	Number of Students	Target Days
ASES	John Still K-8	\$175,824.97	N/A	180
ASSETs	Luther Burbank	\$110,000.00	N/A	180
ASES	Parkway	\$125,494.40	N/A	180
ASES	Susan B. Anthony	\$194,240.00	N/A	180
CARES Funding	John Still K-8	\$23,326.61	48	107
CARES Funding	Parkway	\$65,589.65	48	107

All other provisions of the Agreement remain unchanged.


IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed.

District:

Rose Ramos
Chief Business Officer

Date

Rose Family Creative Empowerment Center:



Jackie Rose
CEO

1/20/2021

Date

Sacramento City Unified School District and Rose Family Creative Empowerment Center:
Attachment A

DISTRICT shall:

1. Provide support for program evaluation.
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for each school that will provide the support and guidance needed to operate the Expanded Learning program.
4. Meet monthly with the Program Manager of RFCEC to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the Program, classroom space for classes and activities, and storage space for program supplies/materials. **(Note: All Expanded Learning programs will start virtually due to COVID-19).**
10. Provide Expanded Learning snack that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, RFCEC site liaison and site administrator to identify program needs, successes and assistance.
13. Provide a "Mid-Year" Partnership Report addressing strengths and areas for improvement for future partnership.

Rose Family Creative Empowerment Center shall:

1. Provide services based on the guidance from CDE. (*Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools*)
<https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>
2. Work collaboratively with the District and the school to create a comprehensive program plan for the Expanded Learning program. The plan will be shared out with stakeholders including school site administrators. RFCEC's Expanded Learning plan is attached to this Agreement and RFCEC will be held accountable to follow the plan presented to the District.

3. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
4. All Expanded Learning staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
5. Provide an "End of Year" Report on status of all outcomes and objectives.
6. Maintain and provide to the District monthly attendance and program activities records.
7. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
8. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor. (*This applies only when staff will work with students in person*).
9. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
10. Develop special activities or virtual field trips for the sites individually and collectively.
11. Attend and provide monthly reports at designed meetings, monthly RFCEC meetings, monthly RFCEC Program Managers meetings, as well as other planning meetings as necessary.
12. Work collaboratively with the other outside RFCEC contracted by the District to provide after school services at school sites as permitted under the District's policies and applicable local, state, and federal law.
13. Communicate progress of project/partnership development on a timely and consistent manner to the District.
14. Communicate new partnership opportunities with the District.
15. Advertise, when possible, project/partnership in newspaper, events, press releases, *etc.* with the prior approval of the District.
16. Provide at least one full time Program Manager/per site that is employed until the termination of this Agreement and sufficient staffing to maintain a 20:1 student/staff ratio based on the grant requirement (funding per site and number of students to be served). RFCEC will be required to report to and provide updates to the District regarding the number of staff and hours of employment at each of their contracted site.
17. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
18. Provide annual in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
19. Meeting with the Program Manager and District contact person to identify program needs, successes and areas for assistance.
20. Act as liaison with parents in supporting family engagement.
21. Other areas as agreed upon by the Parties.

The District shall:

1. Designate a school staff person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.

3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Provide space for the program to operate, including office space for the Program Manager, classroom space for classes and activities, and storage space for program supplies/materials when services resume in-person.
7. Help coordinate custodial and storage needs of the program.
8. Meet monthly or as needed with the Program Manager, the District liaison, site liaison and/or site administrator to identify program needs, successes and assistance.

Learning Hubs: Scope of Services

District is responsible for supporting enrollment process, nutrition, health and safety guidance and training, facilities, guidance on air quality, Personal Protective Equipment (PPE), staff to address health and safety concerns, daily disinfecting/cleaning of classrooms and providing aides for students with special needs.

Rose Family Creative Empowerment Center is responsible for providing staff for minimum of seven hours with a 10 to 1 students to staff ratio, implement health and wellness procedures, implement social distancing plan, supplies such as headphones, printer etc, enforce visitor policy, maintaining small cohorts of students, active screening of staff and students, troubleshoot technology issues for students, daily communication with parents/guardians, enrichment activities, outdoor play, and helping with synchronous and asynchronous learning.

Rose Family Creative Empowerment Center staff will follow all CDPH & SCUSD Guidelines.

The Community Partner will provide the following services:

- Designate a staff person to respond to COVID concerns and liaison with the District contact for COVID; Health Services
- Train Staff, Students and Families in the following protocols: Training In Collaboration with Health Services
 - Enhanced sanitation;
 - Teach and reinforce hand washing;
 - Avoiding contact with eyes, nose and mouth;
 - Covering coughs and sneezes;
 - Teach Students to wash hands frequently, including before and after eating, after coughing or sneezing, after they share items, and after using the restroom;
 - Develop routines to regularly and appropriately wash hands at scheduled intervals;
 - Teach Students to use tissue and to cough into tissue or their elbow;
 - Use fragrance free Ethyl alcohol based sanitizer if soap is not available;
 - Limit hand sanitizer use for Students under age 9 only under adult supervision;
 - Call 1-800-222-1222 for Poison Control if needed.

- Limit use of playground equipment in favor of physical activities that require less contact with surfaces;
- Clean and disinfect frequently touched surfaces as possible throughout the day by trained staff;
 - Frequently touched surfaces include:
 - Door handles;
 - Light switches;
 - Sink handles;
 - Bathroom surfaces;
 - Tables;
 - Ensure safe and correct storage and application of disinfectants.
- Limit sharing of materials and access to other Camper property:
 - To the extent possible limit sharing of equipment, books, games, toys, supplies and other materials;
 - If sharing is allowed, proper cleaning and disinfecting between users;
 - Keep the Camper's belongings separated and individually labeled;
 - Ensure Camper belongings are taken home nightly;
 - Ensure adequate supplies to minimize sharing of high-touch materials (eg: art supplies, equipment);
 - Limit supplies to one cohort at a time;
 - Avoid sharing electronic devices.
- Ventilation: Open windows, play outside. Follow air quality guidance listed above.
- Social Distancing plan:
 - Limit number of Students to maintain physical distancing;
 - Minimize contact between staff, families and Students at beginning and ending of the day:
 - Designate a pick-up and drop-off location;
 - Students will be picked up and dropped off at the car;
 - Parents/guardians will not exit the vehicle;
 - Use staggered arrival and drop off times.
 - Designate entry/exit routes to minimize the flow of foot and car traffic;
 - Use plexiglass panels as needed;
 - Ensure 6' between seating and desks.
 - Stagger breaks for employees to maintain social distancing.
- Visitors Policy
 - Non-essential visitors, volunteers and activities involving other cohorts are not allowed at this time;
 - No visitors allowed on site at this time;
 - Pick-up and drop-off in designated area
 - Students will be picked-up/dropped-off
- Cohorts
 - Maintain small groups, in the same location;
 - Cohorts must be a consistent and fixed group of individuals.

- no more than 16 individuals may be in a cohort (this includes any mix of adults and students).
 - Students and staff from other cohorts may not intermingle;
 - Activities will be redesigned, as needed, to maintain cohorts and social distancing.
 - 1:1 service providers may pull students from a cohort for identified services
- Use of face coverings
 - Follow the CDPH Guidelines for face coverings
 - children ages 2 and older must wear face covering unless otherwise indicated;
 - Teach and reinforce use of face coverings;
 - Teach and reinforce how to wear and clean face coverings;
 - Shields can be used instead of a face covering as long as the wearer has a cloth drape at the bottom of the shield and maintains social distancing;
 - Face covering should not be used on anyone who has trouble breathing, who is unconscious or incapacitated, or is unable to remove the covering without assistance.
- Social and Emotional Well-Being
 - The health and safety of our students is a top priority, including providing a comfortable, safe and welcoming environment.
 - Cohorts should be named with fun or welcoming names - having students name their group could also lend to group cohesion.
 - A sense of agency and purpose helps students feel settled and calm - provide daily jobs that students can participate in to build community and cohesion
 - Form daily rituals and routines with students so their day is predictable and structured. Everyone thrives with clear expectations and structure.
 - While the physical space needs to meet health requirements, hang art work, colorful posters or other warm and welcoming greetings to help students feel comfortable.
 - Agree upon ways that students can greet each other and show support without physically touching hands or faces, such as a foot bump, head nod, hand wave, or other appropriate gesture.
 - Schedule time to check-in and identify feelings, with particular emphasis on feeling nervous or anxious about COVID and getting sick. Reach out for additional support for any students or families you are concerned about.
 - If a student expresses thoughts of hurting themselves or wanting to die, which may include verbal statements, written content, artistic expressions, social media postings, etc., immediately follow the 2020-2021 SCUSD Student Suicide Risk Assessment Procedures.”
- Student Health Needs
 - Ensure all staff know if students have specific health needs, such as medications they may take or specific allergies.

- If medications will be dispensed during programming, staff must receive training on documenting and providing medication.
- Students with medical conditions that may become life threatening will have an Emergency Care Plan (ECPs). Staff must print out these plans and be familiar with the action steps required in the event of an emergency.
- Staff must be aware of how to identify an allergic reaction (anaphylaxis). They must know the location of the Epi-Pens on campus and be familiar with how to use them.
- Staff must know the locations of the Automated External Defibrillator (AED) on campus and understand the basic instructions provided near the AED.

AGREEMENT FOR SERVICES

Between

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Youth Development Support Services Department
And
Sacramento Chinese Community Service Center

Amendment No. 2

The agreement between Sacramento City Unified School District (“District” or “SCUSD”) and Sacramento Chinese Community Service Center (“SCCSC”), dated July 20, 2020 is hereby amended as follows:

Attachment A of the Agreement is hereby replaced in its entirety with Attachment A of this Amendment.

B. Payment. For provision of services pursuant to this Agreement, District shall reimburse SCCSC for direct services not to exceed **\$5,528,496.77** which represents an increase of **\$241,434.34** to the agreement.

Breakdown:

Program/Funding	School Name	Contract Amount	Number of Students	Target Days July 27 – August 21, 2020
Summer Learning/Learning Loss Mitigation Funds	Cesar Chavez	\$26,000.00	N/A	20
Summer Learning/Learning Loss Mitigation Funds	Ethel Philips	\$21,200.00	N/A	16
Summer Learning/Learning Loss Mitigation Funds	Leonardo Da Vinci	\$26,000.00	N/A	20
Summer Learning/Learning Loss Mitigation Funds	Pacific	\$26,000.00	N/A	20
Summer Learning/Learning Loss Mitigation Funds	Washington	\$26,000.00	N/A	20

Program	School Name	Contract Amount	Number of Students	Target Days
ASES	A.M. Winn K-8	\$131,305.03	N/A	180
ASES	Abraham Lincoln	\$113,193.99	N/A	180
ASES	Albert Einstein	\$150,925.32	N/A	180
ASES	Bowling Green	\$113,697.07	N/A	180
ASES	California Middle	\$150,774.39	N/A	180
ASES	Camellia Basic	\$113,193.99	N/A	180

ASES	Caroline Wenzel	\$112,741.21	N/A	180
ASES	Cesar Chavez	\$113,193.99	N/A	180
ASES	David Lubin	\$83,473.77	N/A	180
ASES	Earl Warren	\$113,193.99	N/A	180
ASES	Elder Creek	\$285,479.77	N/A	180
ASES	Ethel Phillips	\$113,193.99	N/A	180
ASES	Fern Bacon	\$150,925.32	N/A	180
ASES	Golden Empire	\$113,193.99	N/A	180
ASES	Hubert H. Bancroft	\$97,799.61	N/A	180
ASES	John Bidwell	\$113,193.99	N/A	180
ASES	John Cabrillo	\$113,193.99	N/A	180
ASES	Kit Carson	\$97,401.92	N/A	180
ASES	Martin Luther King, Jr.	\$113,193.99	N/A	180
ASES	Nicholas	\$115,457.87	N/A	180
ASES	O.W. Erlewine	\$113,193.99	N/A	180
ASES	Pacific	\$115,457.87	N/A	180
ASES	Peter Burnett	\$137,191.12	N/A	180
ASES	Pony Express	\$113,193.99	N/A	180
ASES	School of Engineering and Science	\$95,082.96	N/A	180
ASES	Sequoia Elementary	\$113,193.99	N/A	180
ASES	St. Hope Public School 7	\$150,925.32	N/A	180
ASES	Tahoe	\$113,193.99	N/A	180
ASES	Theodore Judah	\$113,193.99	N/A	180
ASES	Washington	\$113,193.99	N/A	180
ASES	Will C Wood	\$150,925.32	N/A	180
ASES	William Land	\$130,399.48	N/A	180
ASES	Woodbine	\$113,193.99	N/A	180
21 st CCLC – After School	Cesar Chavez	\$34,425.00	N/A	180
21 st CCLC – Before School	Cesar Chavez	\$30,600.00	N/A	180
21 st CCLC	Ethel Phillips	\$34,425.00	N/A	180
21 st CCLC	Martin Luther King, Jr.	\$96,390.00	N/A	180
Central Office Funds- Title I	C.K. McClatchy	\$75,000.00	N/A	180
21 st Century ASSETS	American Legion	\$60,000.00	N/A	180
21 st Century ASSETS	Arthur A. Benjamin Health Professions	\$65,000.00	N/A	180
21 st Century ASSETS	Hiram Johnson	\$110,000.00	N/A	180
21 st Century ASSETS	John F. Kennedy	\$110,000.00	N/A	180
21 st Century ASSETS	Rosemont	\$110,000.00	N/A	180
21 st Century ASSETS	Sacramento Charter High	\$110,000.00	N/A	180
CARES Funding	Bowling Green	\$110,766.09	40	156
CARES Funding	John Cabrillo	\$110,766.09	40	156
CARES Funding	Martin Luther King, Jr	\$23,423.06	40	156

CARES Funding	Hiram Johnson	\$75,398.89	48	107
CARES Funding	Tahoe	\$66,540.38	48	93
CARES Funding	Will C Wood	\$44,423.33	48	107
ASES	Will C Wood	\$18,397.20	In Class Support	86
21 st Century ASSETs	Hiram Johnson	\$28,674.54	In Class Support	86
21 st Century ASSETs	Sacramento Charter High	\$8,000.00	After School Activity	Stipend

All other provisions of the Agreement remain unchanged.

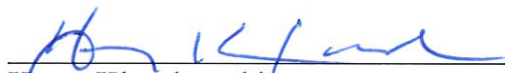
IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed.

District:

Rose Ramos
Chief Business Officer

Date

Sacramento Chinese Community Service Center:


Henry Kloczkowski
Executive Director

1/22/2021
Date

Sacramento City Unified School District and Sacramento Chinese Community Service Center:
Attachment A

DISTRICT shall:

1. Provide support for program evaluation.
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for each school that will provide the support and guidance needed to operate the Expanded Learning program.
4. Meet monthly with the Program Manager of SCCSC to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.

8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the Program, classroom space for classes and activities, and storage space for program supplies/materials. **(Note: All Expanded Learning programs will start virtually due to COVID-19).**
10. Provide Expanded Learning snack that is consistent with requirements of the USDA.
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13. Communicate progress of project/partnership development on a timely and consistent manner to the District.
14. Communicate new partnership opportunities with the District.

15. Advertise, when possible, project/partnership in newspaper, events, press releases, *etc.* with the prior approval of the District.
16. Provide at least one full time Program Manager/per site that is employed until the termination of this Agreement and sufficient staffing to maintain a 20:1 student/staff ratio based on the grant requirement (funding per site and number of students to be served). SCCSC will be required to report to and provide updates to the District regarding the number of staff and hours of employment at each of their contracted site.
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Learning Hubs: Scope of Services

District is responsible for supporting enrollment process, nutrition, health and safety guidance and training, facilities, guidance on air quality, Personal Protective Equipment (PPE), staff to address health and safety concerns, daily disinfecting/cleaning of classrooms and providing aides for students with special needs.

Sacramento Chinese Community Service Center is responsible for providing staff for minimum of seven hours with a 10 to 1 students to staff ratio, implement health and wellness procedures, implement social distancing plan, supplies such as headphones, printer etc, enforce visitor policy, maintaining small cohorts of students, active screening of staff and students, troubleshoot technology issues for students, daily communication with parents/guardians, enrichment activities, outdoor play, and helping with synchronous and asynchronous learning.

Sacramento Chinese Community Service Center staff will follow all CDPH & SCUSD Guidelines.

The Community Partner will provide the following services:

- Designate a staff person to respond to COVID concerns and liaison with the District contact for COVID; Health Services
- Train Staff, Campers and Families in the following protocols: Training In Collaboration with Health Services
 - Enhanced sanitation;
 - Teach and reinforce hand washing;
 - Avoiding contact with eyes, nose and mouth;
 - Covering coughs and sneezes;
 - Teach Campers to wash hands frequently, including before and after eating, after coughing or sneezing, after they share items, and after using the restroom;
 - Develop routines to regularly and appropriately wash hands at scheduled intervals;
 - Teach campers to use tissue and to cough into tissue or their elbow;
 - Use fragrance free Ethyl alcohol based sanitizer if soap is not available;
 - Limit hand sanitizer use for Campers under age 9 only under adult supervision;
 - Call 1-800-222-1222 for Poison Control if needed.
 - Limit use of playground equipment in favor of physical activities that require less contact with surfaces;
 - Clean and disinfect frequently touched surfaces as possible throughout the day by trained staff;
 - Frequently touched surfaces include:
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 - Bathroom surfaces;
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 - Ensure safe and correct storage and application of disinfectants.
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 - To the extent possible limit sharing of equipment, books, games, toys, supplies and other materials;
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 - Ensure adequate supplies to minimize sharing of high-touch; materials (eg: art supplies, equipment);
 - Limit supplies to one cohort at a time;
 - Avoid sharing electronic devices.
 - Ventilation: Open windows, play outside. Follow air quality guidance listed above.
 - Social Distancing plan:

- Limit number of Campers to maintain physical distancing;
 - Minimize contact between staff, families and Campers at beginning and ending of the day:
 - Designate a pick-up and drop-off location;
 - Campers will be picked up and dropped off at the car;
 - Parents/guardians will not exit the vehicle;
 - Use staggered arrival and drop off times.
 - Designate entry/exit routes to minimize the flow of foot and car traffic;
 - Use plexiglass panels as needed;
 - Ensure 6' between seating and desks.
 - Stagger breaks for employees to maintain social distancing.
- Visitors Policy
 - Non-essential visitors, volunteers and activities involving other cohorts are not allowed at this time:
 - No visitors allowed on site at this time;
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 - Campers will be picked-up/dropped-off
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 - Maintain small groups, in the same location;
 - Cohorts must be a consistent and fixed group of individuals.
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 - Follow the CDPH Guidelines for face coverings
 - children ages 2 and older must wear face covering unless otherwise indicated;
 - Teach and reinforce use of face coverings;
 - Teach and reinforce how to wear and clean face coverings;
 - Shields can be used instead of a face covering as long as the wearer has a cloth drape at the bottom of the shield and maintains social distancing;
 - Face covering should not be used on anyone who has trouble breathing, who is unconscious or incapacitated, or is unable to remove the covering without assistance.
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 - The health and safety of our students is a top priority, including providing a comfortable, safe and welcoming environment.
 - Cohorts should be named with fun or welcoming names - having students name their group could also lend to group cohesion.

- A sense of agency and purpose helps students feel settled and calm - provide daily jobs that students can participate in to build community and cohesion
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- If a student expresses thoughts of hurting themselves or wanting to die, which may include verbal statements, written content, artistic expressions, social media postings, etc., immediately follow the 2020-2021 SCUSD Student Suicide Risk Assessment Procedures.”

○ Student Health Needs

- Ensure all staff know if students have specific health needs, such as medications they may take or specific allergies.
- If medications will be dispensed during programming, staff must receive training on documenting and providing medication.
- Students with medical conditions that may become life threatening will have an Emergency Care Plan (ECPs). Staff must print out these plans and be familiar with the action steps required in the event of an emergency.
- Staff must be aware of how to identify an allergic reaction (anaphylaxis). They must know the location of the Epi-Pens on campus and be familiar with how to use them.
- Staff must know the locations of the Automated External Defibrillator (AED) on campus and understand the basic instructions provided near the AED.