

## **2021 Parkview High School, LCPS Services Contract**

This Agreement is made this **19<sup>th</sup> day of January, 2021**, between **The Equity Collaborative** and the **Parkview High School, LCPS** ("CLIENT"), regarding services to be provided by Jamie Almanzán, Partner and Equity Leadership Coach, The Equity Collaborative, LLC and colleagues. The identified contact and designee is **Kirk Dolson, Principal, Parkview High School, Sterling, VA**.

1. The Equity Collaborative, LLC agrees to provide **CLIENT** with the scope of work described in the proposal submitted and the deliverables, timeline, and cost identified below.

### **EQUITY CENTERED LEADERSHIP & COACHING INSTITUTE | Developing Equity Centered Facilitative Leaders (6 Sessions)**

This institute is for leaders of educators. District level, school building leaders, and coaches all benefit from having a set of equity-based skills for promoting adult growth and change. These sessions focus on individual coaching support and group facilitation.

- **Session 1: Using an Equity Transformation Frame, Scheduled for 2/1/21**
- **Session 2: Listening as a Culturally Responsive Skill, Scheduled for 2/8/21**
- **Session 3: Addressing Inequities through Coaching, Scheduled for 3/1/21**
- **Session 4: Practice Using Coaching Skills to Support Adults to Grow and Change, Scheduled for 3/8/21**
- **Session 5: Managing Team Dynamics for Multiple Perspectives, Scheduled for 4/5/21**
- **Session 6: Facilitating Groups to Grow and Change, Scheduled for 4/12/21**

This scope of work, with materials, planning, preparation, and research support, on behalf of the CLIENT is in exchange for total payment of **\$24,000** for virtual "Remote" delivery of services. Each workshop session is inclusive of time spent working with and/or on behalf of the CLIENT. Payments made by CLIENT pursuant to this Agreement are inclusive of travel expenses (if needed). All expenses shall be pre-approved by CLIENT before being incurred.

2. CLIENT will allocate appropriate time and human resources to permit The Equity Collaborative, LLC to complete the work outlined in the submitted proposal of work. CLIENT staff will actively participate in the events, hosting and attending site visits and peer reviews, and sharing information with audiences as appropriate.

3. CLIENT will participate in The Equity Collaborative's, LLC research and evaluation efforts including, but not limited to, data collection, surveys, and/or focus groups, and will provide The Equity Collaborative, LLC with current data on school demographics, enrollment, staffing, and student achievement.

4. CLIENT will pay The Equity Collaborative, LLC for the services outlined in this contract within 30 days of receipt of invoice. If payment is not received by The Equity Collaborative, LLC within 30 days of sending invoice, the account will be deemed delinquent and all outstanding amounts will become immediately due and payable. Services delivered in excess of the amount outlined above must be agreed to in writing and then will be billed monthly, with payment due upon receipt of invoices. **Named services will be billed in ONE installment after Session 4, March 8, 2021** to be paid as services have been delivered with any fees and expenses beyond the scope of this agreement, if applicable.

5. Should CLIENT seek services beyond those named in the contract from The Equity Collaborative, LLC, the parties may negotiate an additional and/or amended Agreement for services beyond this agreement. Any such amendment/extension of this Agreement shall require the written agreement of both CLIENT The Equity Collaborative, LLC.

6. CLIENT agrees to provide attribution to The Equity Collaborative, LLC should they choose to reproduce or distribute any materials developed, created, or provided by The Equity Collaborative, LLC at no additional charge unless otherwise indicated in writing.

7. Any notice given under this Agreement shall be sufficient if it is in writing and if sent by certified or registered mail. Notices shall be directed to the following addresses:

**CLIENT: Kirk Dolson, Principal, Parkview High School, LCPS, 400 W. Laurel Ave. | Sterling, VA 20164**


**CONTRACTOR: The Equity Collaborative, LLC: P.O. Box 14 | Hillsborough, NC 27278**

1. Either party may terminate this Agreement with thirty days written notice. If the Agreement is terminated by The Equity Collaborative, LLC, The Equity Collaborative, LLC will present CLIENT with a report outlining work completed through the date of termination. And CLIENT will only be responsible for paying for services rendered up until the date of termination.


2. Governing Law: This Agreement shall be construed and enforced in accordance with the laws of the Commonwealth of Virginia.

3. Complete Agreement: It is mutually understood and agreed that this Agreement constitutes the entire agreement between the parties on the subjects encompassed herein and that no changes or modifications to the terms of this Agreement shall be valid unless made in writing and signed by both parties.

4. Authority: Each person signing below represents and warrants that he/she is authorized to enter into this Agreement and to commit his/her organization to its terms.

VENDOR SIGNATURE:  DATE: **2.1.21**

Jamie Almanzán, Partner and Equity Leadership Coach, The Equity Collaborative, LLC

CLIENT SIGNATURE:  DATE: 2-22-21  
Scott Meisenzahl Supervisor, School Improvement  
Kirk Dolson, Principal, Parkview High School, LCPS

The CLIENT represents that it has full power and authority to enter into this Agreement and that is binding upon the Client and enforceable in accordance with its terms.

**Please direct invoices and payment related questions to:**

Jamie Almanzán, The Equity Collaborative, LLC

P.O. Box 14 | Hillsborough, NC 27278

510.967.4705