

**ADDENDUM TO CONTRACT**

Between

Beyond Equity in Education

And

Santa Rosa City Schools

\*\*\*\*\*

This addendum to the original contract with Dr. Bay Jones approved on May 22, 2024, to provide Strategic Priorities review with the Board of Education to Santa Rosa City Schools. Finalize the Board Strategic Priorities and present them at the Board meeting.

The contract, under Item 3. Compensation, is amended to read: District agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to the CONTRACT, a total fee not to exceed Eight Thousand Dollars (\$8000.00) This is an increase of Eight Thousand dollars (\$8000.00).

IN WITNESS WHEREOF, the parties have executed this addendum on the day and year written February 12, 2025.

Contractor's Name

By: \_\_\_\_\_

Name: Dr. Bay Jones

Date: January 29, 2025

SANTA ROSA CITY SCHOOL DISTRICT  
(DISTRICT)

By: \_\_\_\_\_

Lisa August  
Associate Superintendent

Date: \_\_\_\_\_

Secure Content Solutions, Inc.  
Purchasing Contract, 2025  
Variable Invoicing  
v.1.4

The terms and conditions listed below on this contract are for Secure Content Solutions, Inc. variable invoicing options between Secure Content Solutions, Inc (here after referred to as "SCS") and the client SANTA ROSA CITY SCHOOLS, CA (here after referred to as "End User") who is purchasing the service and/or hardware from SCS.

SCS offers variable invoicing for End Users that wish to purchase the Sophos product line under the following guidelines:

<b>PRODUCT/SERVICES PURCHASED ON THIS CONTRACT:</b>			
<u>Product</u> – License will end 3/22/2028	<u>Number of Users</u>	<u>Term</u>	<u>Price</u>
Sophos Workstation Protection w/ Intercept X Renewal	2,000	3 Years(36 months)	\$35,457.15
Sophos Server Protection w/ Intercept X Renewal	20	3 Years(36 months)	<u>\$ 2,655.72</u>
Total – paid in 3 payments, (see item 5 below for details)			\$38,112.87

1. Each deal must be approved by SCS and the End User and this document signed by both parties before variable invoicing will be extended. The approval decision may be based upon financial standing, D&B credit score, and other factors.
2. End User is bound by contract to pay SCS for future payments and may not cancel or withhold future monies.
3. Any payment that is more than 30 calendar days late may be subject to service charge.
4. Please make all payments payable to: Secure Content Solutions, Inc.  
Attention: Accounts Receivable  
125 W. Main Street #408  
Midway, Utah 84049
5. Payment plan for the End User will be dictated as follows based upon the length of the services contract purchased and must include a valid SCS renewal document:
  - a. Three payments on a 36 month contract (the first payment of \$12,704.29 is due Net 30, the second payment of \$12,704.29 is due February 5<sup>th</sup>, 2026, and the third payment of \$12,704.29 is due February 5<sup>th</sup>, 2027). Total contract amount is \$38,112.87.
6. SCS does not guarantee the Sophos product and is not legally liable for any assertions, performance, or other items relating to the Sophos product line.
7. The Sophos EULA (End User License Agreement) must be agreed to by the End User for this contract to be valid.
8. For questions regarding this contract: Michael LaBarge  
Finance  
Phn # 714.744.2032 x101

Authorized by End User: Adrian Bica  
Signature: Adrian Bica (Jan 22, 2025 10:21 PST) Date: \_\_\_\_\_  
Print Name: Adrian Bica  
Title: Executive Director IT

Accepted by Secure Content Solutions, Inc.:  
Signature: [Signature] Date: 1/23/2025  
Print Name: Michael LaBarge  
Title: Manager



## Fees for Services Agreement

This Agreement for Service shall be between Language People, Inc. and “SANTA ROSA CITY SCHOOLS”

### Service Contact

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Company: “SANTA ROSA CITY SCHOOLS”

Address: 110 Stony Point Rd STE 210 Santa Rosa CA 95401

Contact: Gabriela Prado  
Title:  
Email: [gprado@srcs.k12.ca.us](mailto:gprado@srcs.k12.ca.us)  
Phone: 707-890-3800 ext. 80339  
Fax:

### Billing Contact

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Company: SANTA ROSA CITY SCHOOLS

Address: 110 Stony Point Rd STE 210 Santa Rosa CA 95401

Contact: Gabriela Prado  
Title:  
Email: [gprado@srcs.k12.ca.us](mailto:gprado@srcs.k12.ca.us)  
Phone: 707-890-3800 ext. 80339  
Fax:

Thank you for contacting Language People, Inc. regarding language services. The quote in this Fee for Services Agreement is valid for 30 days from the date of receipt. Once signed by both parties, this Agreement will become the contract between Language People, Inc. and “SANTA ROSA CITY SCHOOLS” regarding such services for **twelve (12)** months from the date signed by the Language People Representative below.

Please note that a signature on this document does not bind or obligate “SANTA ROSA CITY SCHOOLS” to utilize every service listed, but rather simply provides a written understanding that in the event a representative of “SANTA ROSA CITY SCHOOLS” requests any type of service documented here, that financial obligations associated with those requests are understood and agreed to.

### Services Provided by Language People, Inc.

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## Face-to-Face Interpretation And Remote Video Interpretation

### On-site Interpretation (Face-to-Face):

LP will send interpreters to appointments at the times and locations specified by "SANTA ROSA CITY SCHOOLS" to interpret between staff and their SANTA ROSA CITY SCHOOLSs. This type of service also includes interpretation of small group meetings where simultaneous, or conference interpretation is not necessary. The interpreter's minimum hours shall include travel time from specified beginning location to County's specified address. In no event shall interpreter's minimum hours be less than two (2) hours (interpreting and travel combined).

### Remote Interpretation:

Language People will supply interpreters to appointments via Santa Rosa City Schools's video platform. "SANTA ROSA CITY SCHOOLS" is responsible for providing a link to a scheduled video meeting at the time request for interpretation is made. If link is not available at time of request, any problems logging into the system, or other technical issues that could have been resolved earlier and prevent interpreter from being able to join the meeting will be considered a cancellation by "SANTA ROSA CITY SCHOOLS" for full charge payment.

In order for Language People to facilitate a successful timely meeting, "SANTA ROSA CITY SCHOOLS" agrees that they will:

- Provide meeting link at time that the request for services are made;
- Provide a telephone number of an individual who will attend the meeting, so we can call if there are technical difficulties entering the meeting;
- Open the meeting for the interpreter 15 minutes ahead of schedule so that any technical issues can be resolved so the meeting is not delayed.
- "SANTA ROSA CITY SCHOOLS" agrees to immediately call Language People if interpreter is not present in the meeting, or there are any other technical difficulties with audio or visual so that Language People can help problem solve and the meeting can be successful.

### Spoken Language Interpreters:

Spoken language interpreters assigned to appointments, conferences, etc. greater than two (2) hours in length shall receive fifteen (15) minute break every two (2) hours.

### Simultaneous Conference Style Interpreting:

Large-group, multi-speaker conferences require linguists with specialized skills. **Prices vary based on situation** and language requested.

### American Sign Language Interpreters (ASL):

ASL interpreters shall receive a fifteen-minute break after each hour of service. For all ASL appointments beyond one hour, team interpreters must be used (two interpreters). Any exceptions to Teamed Interpreting requirements will be evaluated on a case by case basis by LP dispatchers and consultants and shall only be at the discretion of Language People.

### Minimum Appointment: Two Hours

Every appointment will be billed a minimum of two hours. Hours will be billed in hourly increments beyond two hours. A grace period of five minutes at the end of the hour is allowed to "wind up" your appointment. If the appointment continues beyond the grace period, the next hourly billed increment will be charged.



## Rates Per Interpreter:

Qualified Interpreter rates are as follows:

1 hour spoken language interpreting (Spanish):	\$125.00
1 hour spoken language interpreting (Common)	\$130.00
1 hour spoken language interpreting (Rare)	\$145.00*
1 hour spoken language interpreting (Very Rare):	\$130.00**
1 hour ASL interpreting*:	\$140.00*
Cancellation Charge (Less than 24 hour notice)	Full Charge for Scheduled Appointment
Unscheduled appt. (Less than 24 hour notice)	\$35.00 per hour additional*
Weekend or After Business Hours Appt. 8AM-5PM	\$35.00 per hour additional*

\*Rates are for Medically Tested and Qualified Interpreters. ASL Interpreters are RID/NAD/Qualified and tested in ASL and medical terminology.

\*\*Very Rare and/or certified interpreter rates may be higher and vary depending on assigned interpreter, their credentials, and date of availability. These rates will be provided at the time interpreter is scheduled.

**Services are available throughout the US.**

### Medical Interpreters:

LP Medical interpreters provided to "SANTA ROSA CITY SCHOOLS" are SB853/JC compliant and HIPAA trained and tested interpreters. They are tested and trained Medical Interpreters, with proficiency in Medical Terminology and General Terminology in their languages of service. ASL Interpreters are RID/NAD/Qualified and tested in ASL and medical terminology.

### Certified Legal Interpreting:

LP Legal interpreters are court-certified and court-qualified linguist professionals who are chosen for each assignment, not only on the basis of their proficiency in both source and target languages, but also in the specialized, field-specific knowledge they possess. Certifications for court appearances and depositions vary from state and federal/supreme court jurisdictions. Rates vary due to the unique situation of each assignment's requirements and must be quoted based on the individual project.

### Mileage Charges:

Mileage will be charged for total miles at current IRS published rate for travel to and from your facility.

Additionally, should gasoline prices rise dramatically (more than 10%) during the time of this Agreement, and should the IRS mileage reimbursement rate not change to reflect these costs adequately within 30 days of such rise, Language People reserves the right to add a Trip Charge to the Face to Face interpreting Costs in addition to the IRS reimbursement rate during the interim period that the IRS does not adjust mileage reimbursement rates. This Trip Charge is an additional reimbursement factor that is calculated per mile driven. It is triggered on fuel costs rising, and uses the CPI (Consumer Price Index) change percentage. This fee will only be invoked if gas prices dramatically increase while IRS rates do not follow suit within a 30-day period of time. If you would like more information on this calculation, please request our supplemental policy page on this calculation.

### Customer Support

Our office is available to you 24-Hours a day, seven days a week, for last-minute or evening or weekend requests. If you have an urgent request, please call (707) 538-8900 and follow the prompts. If, for some reason, our phone service is disrupted and you cannot reach us at this number, please call our back-up number (800) 873-0595. This number should **ONLY** be used if our main line service is disrupted. Please make sure appropriate staff has this back-up alternate number.

**(This area intentionally left blank)**



## Over-the-Phone Interpreting (OPI)

LP will provide telephone interpreters to “SANTA ROSA CITY SCHOOLS” at the following rates:

### Basic Telephone Interpreting:

Weekdays (M-F 8 AM – 6 PM)	\$3.00 per minute
Evenings (6 PM to 8 AM), Weekend & Holidays	\$4.00 per minute
Minimum time charge per call	10 minutes
After-hours Connection Fee (evenings, weekends, holidays)	\$20.00

### Specialty Telephone Interpreting Services:

One-time Customer Set-up Fee	\$50.00
Training on Phone System	6 Hours - No Charge
Additional Training/Support	\$75.00 per hour

*For a complete list of languages available and more information regarding telephone interpreting, refer to the following page or contact your sales associate for more details and options.*

### Information/Language Identification Cards

LP will provide four copies of Language Identification Cards at no cost. Additional copies are \$1.00 each. These helpful cards are used to identify by written word which language an individual recognizes as the written version of the spoken language they wish to communicate in.

### Operator Time/Customer Assistance

LP operators can assist in identifying language spoken, or in helping to conference third-parties into the phone system. They can also answer other questions. Time spent with the Operator is charged at the minute rate, and is considered part of the interpretation call. Some questions may be part of the no-cost training on use of the phone system.

### Training and Technical Support

LP will provide to Customers up to six hours of introductory training in the use of the telephone system per year, and customers receive up to four hours per year. Additional time is charged at \$75.00 per hour.

### Customer Support

Our office is available to you 28-Hours a day, seven days a week, for last-minute or evening or weekend requests. If you have an urgent request, please call (707) 538-8900 and follow the prompts. If, for some reason, our phone service is disrupted and you cannot reach us at this number, please call our back-up number (800) 873-0595. This number should **ONLY** be used if our main line service is disrupted. Please make sure appropriate staff has this back-up alternate number.

### Recording Conversations for “SANTA ROSA CITY SCHOOLS” Records

Interpreted phone calls may be recorded and saved upon request of the “SANTA ROSA CITY SCHOOLS” Call recording requests must be made in advance of the actual interpreted call, and extra fees apply.

### Trained Customer Support Representatives

For an additional fee, LP interpreters will be trained in Customer’s policies and businesses processes, and perform the task of Customer Support Representatives on behalf of Customer. In this level of service, we answer the telephone and field questions in language exactly as your own customer support representatives would do. Customer can train our staff in the use of their proprietary data collection and customer support tools, so that our staff seamlessly integrates with your own English-speaking customer support staff. This service frees up your personnel to do other tasks (they do not have to be on the line with our staff, the LP interpreter/CS rep does the work for them!). Please ask your salesperson to provide you with a custom quote for this level of service.



## Partial Language List

<b>Language</b>	<b>Rare or Common</b>	<b>Language</b>	<b>Rare or Common</b>	<b>Language</b>	<b>Rare or Common</b>
Afghani	Common	German	Common	Romanian	Common
Albanian	Common	Greek	Common	Russian	Common
Amharic	Common	Gujarati	Common	Samoan	Rare
Anar Dari	Rare	Hakka	Rare	Scandinavian	Common
Arabic	Common	Hausa	Rare	Serbo-Croatian	Common
Aramaic	Rare	Hebrew	Common	Shanghai	Rare
Arbresh	Rare	Hindi	Common	Sindhi	Rare
Armenian	Common	Hmong	Rare	Slavic	Common
ASL	Rare	Hungarian	Common	Slovak	Common
Assyrian	Rare	Ililcano	Rare	Somali	Rare
Bahasa	Rare	Indonesian	Common	Spanish	Common
Bengali	Rare	Italian	Common	Swahili	Rare
Berber	Rare	Japanese	Common	Swedish	Common
Bosnian	Common	Khmer <sup>*</sup> (Cambodian)	Rare	Sindhi	Rare
Bulgarian	Common	Kmhu	Rare	Tagalog	Common
Burmese (Myanmar)	Rare	Korean	Rare	Tahitian	Rare
Cantonese	Common	Kurdish	Rare	Taiwanese	Common
Catalan	Rare	Laotian	Rare	Tamil	Common
Chamorro	Rare	Latvian	Rare	Telugu	Rare
Croatian	Common	Lithuanian	Rare	Thai	Rare
Czech	Common	Malay	Rare	Tibetan	Rare
Danish	Common	Maltese	Rare	Tigrinya	Common
Dari	Common	Mandarin	Common	Toishanese	Rare
Dutch	Common	Marathi	Rare	Tongan	Rare
Estonian	Common	Mien	Rare	Turkish	Common
Ethiopian	Common	Mongolian	Rare	Ukrainian	Common
Farsi	Common	Nepali	Rare	Urdu	Common
Fijian Hindi	Rare	Nigerian	Common	Uzbek	Rare
Finnish	Common	Oromo	Rare	Vietnamese	Common
Flemish	Common	Pampangan	Rare	Visayan	Rare
French	Common	Pashto	Common	Wu	Rare
French Canadian	Common	Polish	Common	Yiddish	Common
Fukienese	Rare	Portuguese	Common	Yogad	Rare

If a language is not listed on this list, it is considered rare.



## Bilingual Verification Testing Services

LP can provide bilingual verification testing services of your employees. We can use your testing materials or testing materials which we have used repeatedly in other situations. Our bilingual verification testing services in this service offering are not geared to assess professional interpreting capacity, but rather, common general conversational ability of bilingual individuals, who might encounter individuals in the course of work at your facility and need to communicate at a basic level. Our own testing materials demonstrate beginner, intermediate and advanced conversational levels of skills. This testing is generally used for bilingual pay increases in employee wages but is not appropriate depth of testing for determining whether an employee is qualified to do skilled interpreting (similar to the skills of our interpreters we provide). Customers must specify what content they want their testing to contain, and what level of proficiency will be a “pass/fail” result for their employees.

Bilingual verification testing is done in-person, remote, for verbal and ASL skills, and also is done to assess written language skills for verbal languages.

Tests are administered on a per-individual or hourly group basis as follows:

### Verbal and ASL per-individual

Spanish	\$5.00 per minute minimum 15 minutes testing.
Common languages	\$6.00 per minute minimum 15 minutes testing
Rare	\$7.50 per minute minimum 15 minutes testing
Very Rare	\$15.00 per minute minimum 15 minutes testing
ASL	\$15.00 per minute minimum 15 minutes testing

### Verbal and ASL group

Spanish	\$150.00 per hour min. 1 hour
Common Languages	\$180.00 per hour min. 1 hour
Rare	\$250.00 per hour min. 1 hour
Very Rare	\$350.00 per hour min. 1 hour
ASL	\$275.00 per hour min. 1 hour

\$25.00 test result write up per individual

\$5.00 scheduling fee per tested individual

### Written Verification

Using the LP testing materials \$100.00 test review and result write up per individual

Using “SANTA ROSA CITY SCHOOLS” testing materials Fees vary depending on length of test.



## Document Translation Services

### Documents

LP will provide document translation services according to the complete list of languages available (following page). For instance, Spanish is charged at \$0.26 cents per word in the final Spanish document. Other Roman languages (i.e., German, French) will be charged \$0.28 based on final word count in “target” language (language translated into). For character-based languages (i.e., Thai, Chinese) charges will be based on English or Roman language word count. See cost chart attached.

LP will accept documents by fax, email or postal mail. Documents will be returned in Word format. It is the “SANTA ROSA CITY SCHOOLS”’s responsibility to take returned translation from Word into any other graphic product they desire (i.e., PowerPoint, PDF, etc.), or to agree to extra charges for LP to arrange graphics editing for them. Formatting, proofreading and rush deadlines all incur additional charges.

A minimum charge (per project/language) of \$100.00 applies for any document below that fee. A charge of \$45.00 applies to certificates of attestation and a \$45.00 fee for any documents needing notarization. Rush fees apply to all documents requiring less than five business day return time; rush fees are an additional 30% of the project total.

### Transcription Services

“SANTA ROSA CITY SCHOOLS” may request written transcription of telephone conversations by our Translation Department. Transcriptions can be provided at a rate of \$90.00 per hour of work, which would cover an estimated 6 minutes of (clear) recorded audio.

### Formatting and Desktop Publishing

LP can provide additional formatting of documents for an additional \$0.04 per word. LP can also provide advanced desktop publishing (graphic design) for a fee of \$90.00 per hour. Document formats that LP supports include Microsoft Office® (Word, Excel, PowerPoint), PDF, EPS, Image files (jpeg, tiff), and Adobe® InDesign®. Total charges may vary depending on the length of the assignment.

### Website Globalization

LP will provide website translation services according to the complete list of languages available (following page). LP will accept website text by URL, fax, email or postal mail. Text will be returned in Word format. It is the “SANTA ROSA CITY SCHOOLS”’s responsibility to take returned translation from Word into the actual website, or to agree to extra charges for LP to arrange text for them on the web.

A minimum charge per project of \$100.00 applies if word count does not equal this minimum charge. Rush fees apply to all website text projects requiring less than five business day return time; rush fees are an additional 30% of the project total. LP can provide services such as formatting and uploading for a fee of \$90.00 per hour; total charges may vary depending on the length of assignment.

### Notice and Cancellation Policy

Any project for written translation given to LP will be charged in full as translation begins immediately upon receipt of documents unless document is submitted as a quote request.

### Customer Support

Our office is available to you 24-hours a day, 7 days a week, for last-minute or evening or weekend requests. If you have an urgent request, please call (707) 538-8900 and follow the prompts. If, for some reason, our phone service is disrupted and you cannot reach us at this number, please call our back-up number (800) 873-0595. This number should **ONLY** be used if our main line service is disrupted. Please make sure appropriate staff has this back-up alternate number.

*\*We return all documents in Word 2007 format to support all “SANTA ROSA CITY SCHOOLS”’s technology & file format needs, unless otherwise requested.*



## Written Translation Language Price List

Language	¢ per word	Language	¢ per word	Language	¢ per word
Afghani	28	Georgian	26	Romanian	28
Albanian	26	German	26	Russian	28
Amharic	28	Greek	28	Samoan	30
Anar Dari	30	Gujarati	28	Scandinavian	26
Arabic	30	Hakka	30	Serbo-Croatian	26
Aramaic	32	Hausa	32	Shanghai	26
Arbresh	32	Hebrew	32	Sindhi	32
Armenian	28	Hindi	28	Slavic	28
ASL	N/A	Hmong	32	Slovak	28
Assyrian	30	Hungarian	28	Somali	26
Bahasa	32	Ilocano	28	Spanish	28
Bengali	32	Indonesian	28	Swahili	30
Berber	32	Italian	28	Swedish	28
Bosnian	32	Japanese	32	Swiss	28
Bulgarian	28	Khmer (Cambodian)	32	Tagalog	28
Burmese (Myanmar)	34	Khmu	32	Tahitian	32
Catalan	30	Korean	34	Taiwanese	28
Chamorro	30	Kurdish	30	Tamil	30
Chinese (Simplified)	32	Laotian	32	Telugu	32
Chinese (Traditional)	34	Latvian	32	Thai	30
Croatian	28	Lithuanian	28	Tibetan	32
Czech	28	Malay	32	Tigrinya	28
Danish	28	Maltese	32	Toishanese	32
Dari	28	Marathi	32	Tongan	32
Dutch	28	Mien	32	Turkish	26
Estonian	28	Mongolian	32	Ukrainian	26
Ethiopian	28	Nepali	32	Urdu	28
Farsi	28	Nigerian	30	Uzbek	30
Fijian Hindi	32	Oromo	32	Vietnamese	32
Finnish	26	Pampangan	32	Visayan	30
Flemish	26	Pashto	28	Wu	32
French	26	Polish	26	Yiddish	26
French Canadian	26	Portuguese	26	Yogad	32
Fukienese	30	Punjabi	28	Yoruba	32

If you don't see the language you need, please contact LP.





## Special Handling & Authorized Requestors

### Authorized Requestors

Santa Rosa City Schools will only make payments for appointments requested by an Authorized Requestor. Santa Rosa City Schools will notify Language People of who they would like to be an authorized requestor. Any updates to this list should be emailed from the either the contract contact, or billing contact to [Yswank@languagepeople.com](mailto:Yswank@languagepeople.com) or [Golleten@languagepeople.com](mailto:Golleten@languagepeople.com).

**NOTES:** Please fill out this section for any additional needs.

### Bill to Department

All appointments will be aggregated by individual departments. Language People will make every effort to make sure that invoices are accurately handled and created to reflect Santa Rosa City Schools's needs. To do so Language People will ensure that invoices after 2/1/25 will be sorted by department, then date to facilitate Santa Rosa city Schools' needs. Santa Rosa City Schools will include department name in their "Customer/Department" field on their request form, or in their telephone requests. This will ensure that appointments get appropriately assigned to the corresponding department. Santa Rosa City Schools has provided a list of each departments and will include authorized requestors for each below.

### List of Authorized Requestors by Dept.

#### Business Sup. Dept.

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

#### DHH Dept.

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

#### General Education Dept.

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

#### Special Services Dept.

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

#### State & Federal

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

#### Educational Services

Authorized Requestors: Daniel Bigelow, Eduwiges Llamas, Gabriela Prado

For billing inquiries email us at: [ar@asana.com](mailto:ar@asana.com)

<b>Bill To</b>	<b>Ship To</b>	<b>Account #</b>	A01418794
srcs.k12.ca.us	srcs.k12.ca.us	<b>Invoice #</b>	INV03678710
<b>Simona Hoyos</b>	<b>Simona Hoyos</b>	<b>PO #</b>	
211 Ridgway Avenue,	211 Ridgway Avenue,	<b>Billed On</b>	Jan 01, 2025
Santa Rosa, California 95401	Santa Rosa, California 95401	<b>Currency</b>	USD
United States	United States	<b>Payment Term</b>	Net 30
shoyos@srcs.k12.ca.us		<b>Due On</b>	Jan 31, 2025

Your VAT ID:

Invoice Period	Description	Quantity	Subtotal	Tax	Total
Jan 01, 2025 - Dec 31, 2025	Advanced	25	3,750.00	0.00	3,750.00

Customer Notes:

<b>Subtotal:</b>	3,750.00
<b>Tax:</b>	0.00
<b>Total:</b>	3,750.00
<b>Payment Due:</b>	3,750.00

**Note:** Please add your invoice number(s) and account number to your payments to ensure timely processing.

**For Electronic Payments:**

Account Name: Asana Inc.  
Bank Name: HSBC BANK USA NA  
Account Number: 953024377 / ACH ROUTING # 022000020  
SWIFT: MRMDUS33 / FED: 021001088

**For Check Payments:**

Attention: Accounts Receivable  
Asana Inc,  
633 Folsom St,  
San Francisco CA, 94107



Quotation

Quote #: Q-07406  
 Date: Dec 5, 2024  
 Expires On: Dec 31, 2024

**eSpark Learning**

2810 N. Church St. #39739, Wilmington, DE 19802, United States  
 Phone: +1 312-894-3100 Fax:  
 Email: [contracts@esparklearning.com](mailto:contracts@esparklearning.com)

**Prepared For**  
 Jeanine Wilson  
 Abraham Lincoln Elementary  
 850 W 9th St  
 Santa Rosa, CA 95401  
 United States  
 707-890-3940 ext 77105  
[jwilson@srcs.k12.ca.us](mailto:jwilson@srcs.k12.ca.us)

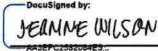
**Bill To**  
 Abraham Lincoln Elementary  
 850 W 9th St  
 Santa Rosa, CA 95401  
 United States

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT TERMS
Rachel Humm	x	<a href="mailto:rachel@esparklearning.com">rachel@esparklearning.com</a>		Net 30

QTY	PRODUCT NAME	DESC	Start Date	End Date	LIST PRICE	NET UNIT PRICE	EXTENDED
125.00	eSpark Premium	Reading and Math subscriptions included	12/4/2024	11/30/2025	\$19.99	\$14.99	\$1,873.75
<b>SUBTOTAL:</b>							\$2,498.75
<b>DISCOUNT:</b>							\$625.00
<b>TOTAL:</b>							\$1,873.75

**Terms & Conditions**

This quote incorporates and is subject to the terms & conditions on our website at [www.esparklearning.com/terms](http://www.esparklearning.com/terms), and constitutes a binding contract entered into between eSpark Inc. and the entity listed above. This agreement will automatically renew annually at full price before discount unless either party gives written notice of termination at least ninety days prior to expiration of the current term.

**Signature:**   
 \_\_\_\_\_  
**Name (Print):** JEANINE WILSON  
 \_\_\_\_\_

**Effective Date:** 12/20/2024 / \_\_\_\_\_  
**Title:** Principal  
 \_\_\_\_\_

Please sign and email to Rachel Humm at [rachel@esparklearning.com](mailto:rachel@esparklearning.com)

THANK YOU FOR YOUR BUSINESS!



January 22, 2025 (revision #1)

Santa Rosa City Schools  
Attn: Lindsay Nash

## SERVICE CONTRACT

1. This Service Contract is made and entered into by and between Seidlitz Education and **Santa Rosa City Schools**.
2. Relationship – **Dr. Marie Heath** is conducting business as an employee on behalf of the corporation Seidlitz Education for **Santa Rosa City Schools**.
3. Services: Seidlitz Education agrees to present an **IN PERSON** workshop on the following:

**Topic:** 7 Steps to a Language-Rich, Interactive Classroom  
**Time:** 8:30am to 3:30pm per day

**Date:** June 9, 2025  
**Audience:** Elementary Teachers

**Date:** June 10, 2025  
**Audience:** Secondary Teachers

- **Video and/or recordings from AI notetakers of the above listed session(s) are prohibited.**

4. Audio Visual/Set Up: **Santa Rosa City Schools** to provide the following items for the speaker: In focus projector, wireless microphone, and speakers. Set Up: Tables to be set in rounds. **Santa Rosa City Schools** to provide the following items for each participant: index cards, post-it notes, pens, highlighters, and blank paper. If these items are unavailable please notify Kathy Belanger @ 210.315.7119
5. Seidlitz Education is not required to provide an ASL interpreter or other interpretive services as part of this service contract. Such services, if necessary, shall be provided by the School District. This applies to both in person services or virtual services.
6. This service contract must be signed by **February 14, 2025** to hold the date of service. If the contract is not signed by **February 14, 2025** it becomes null and void.
7. Cancellation: If **Santa Rosa City Schools** cancels within 60 days prior to the training date, **Santa Rosa City Schools** will be subject to a \$500.00 cancellation fee. The cancellation fee will be waived if **Santa Rosa City Schools** reschedules within 90 days of the scheduled training date(s). All cancellations must be submitted in writing.

**Please note: Santa Rosa City Schools agrees that if a district consultant agreement/contract is sent for Seidlitz Education, LLC to sign, the above Cancellation policy must be included in the terms of the agreement/contract.**

8. Compensation: For performance of the services described above, satisfactory to **Santa Rosa City Schools**, **Santa Rosa City Schools** agrees to pay **Seidlitz Education located at 638 Camino de Los Mares, Suite H130 \* Box 639 – San Clemente, CA 92673**, a fixed fee based on the following:

**Contract #L1782**

Training =	\$4,500.00 per day.
Materials =	\$1,186.00 for 40 - 7 Steps to a Language-Rich, Interactive Classroom
Shipping and Handling =	\$178.00
Total =	<u>\$10,364.00 (PO to be received on or before June 18, 2025)</u>

Price above is based on tax exempt status. A copy of your tax-exempt form must be included with the signed agreement. Non tax-exempt districts will be charged applicable sales tax.

Santa Rosa City Schools, is in agreement that if a PO is not received on or before June 18, 2025, Seidlitz Education has the right to remove the scheduled date from our calendar. Santa Rosa City Schools will be notified via email and/or phone call of the removal from our schedule and has the opportunity to reschedule based on the availability of our Seidlitz Education trainers.

- 9. Santa Rosa City Schools agrees that every participant will have a copy of the materials at the training if applicable. Santa Rosa City Schools agrees not to exceed 20 participants per day unless otherwise negotiated.

*Please note: Seidlitz Education, LLC. believes that to maintain fidelity to the design of the session as well as the content covered, all participants are required to have a book. Not having a copy of the book will hinder not only the attendees ability to fully participate in the learning process, but also opportunities to experience and reflect on strategies to implement for student success.*

- 10. Governing law: It is understood and agreed that this Contract shall be governed by, construed and enforced in accordance with, and subject to, the laws of the governing venue.

**Dispute Resolution.** Claims and other disputes arising out of or related to the Service Contract shall be resolved exclusively and the parties agree to jurisdiction and the governing law and venue unless otherwise prohibited by law.

In addition, Seidlitz Education is in accordance with the following Texas government codes:

- a. Per Chapter 2270 to the Texas Government Code, provides that a governmental entity may not enter into a contract with a “company” without “written verification” in the contract that the contracting vendor does not and will not boycott Israel during the term of the contract.
- b. Per Chapter 2252, Subchapter F of the Texas Government Code F, prohibits Texas Independent School Districts from contracting with a company engaged in business with Iran, Sudan or a foreign terrorist organization identified on a list prepared by the Texas Comptroller. This list is available on the State Comptroller’s Office.

- 11. All materials are copyrighted. Written permission is needed to copy any part of Seidlitz Education materials.
- 12. **Severability.** If any part of the Agreement shall be deemed by any law, arbitrator, court, or governmental or regulatory authority of competent jurisdiction, to be unlawful, invalid, void or otherwise unenforceable, the rights and obligations of the parties shall be reduced or abated only to the extent required to remove or cure such part, and the remainder shall be enforced to the fullest extent permitted by law.
- 13. **Construction.** The Parties agree that all terms of the Agreement have been freely negotiated by experienced, knowledgeable and consenting business persons and that each has been given sufficient opportunity to review and negotiate such terms and obtain advice of independent legal counsel. Accordingly, the Agreement shall not be construed for or against either Seidlitz Education or School District, but shall be enforced in accordance with its plain meaning as negotiated and stated in the Agreement.

IN WITNESS WHEREOF, the parties have executed this agreement effective as of the date and year set forth below:

Signature:   
Mónica Lara, PhD / CEO, Seidlitz Education

**Contract #L1782**

Acceptance of Contract

Santa Rosa City Schools, accepts the above contract and the terms and conditions of items 1-13, thereof and will fulfill the payment listed above.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Training Location Address: \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

County: \_\_\_\_\_

Contact Phone number \_\_\_\_\_ Contact Cell # (emergency only) \_\_\_\_\_

Tax Exempt #: \_\_\_\_\_ (please include a copy of your TAX Exempt ID form)