



SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as "DISTRICT", OR "BOARD" and Dr. Laura Flaxman hereinafter referred to as "CONTRACTOR".

SCHOOL SITE/DEPARTMENT USE ONLY

Check one of the following:

X Independent Contractor/Business/Organization* ☐ Professional Services** ☐ Partnership***

- * Any person, business, or organization that will be providing non-professional services to the District
- ** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.
- *** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source (Code): 01-6266-0-3800-1000-5800-214-EE03

Funding Category: ☐ Base ☐ Supplemental ☐ Concentration
☐ Restricted: _____ X Other: Educator Effectiveness Grant

For Billing (if applicable): X Bill to: Santa Rosa City Schools Billing frequency: Monthly

Contract is: X New ☐ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: Approximately 300 students and staff at each comprehensive high school

Approved at Site by*: _____ Date: _____

* Signature - FOR CONTRACTS ORIGINATED BY SCHOOL SITE

Departmental Approval**: _____ Date: 1/30/25

** Signature - DISTRICT OFFICE DEPT. SIGNATURE

Contract Created by: Debi Cardozo Phone #: 707-890-3800 x 80310
Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: 2/27/25 Proposed Contract End Date: 6/30/25

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable

Funding Source /Funding Category verified: ☐ YES ☐ NO Board Approval Date: _____

Verified by: _____ Date: _____

Fiscal Services Authorizer

LAST REVISED ON 3-12-24

1. Services.

(a) DISTRICT's Responsibilities and Duties:

The Coordinator of College and Career Readiness will coordinate virtual technical assistant sessions with Dr. Laura Flaxman to support the development of healthcare-focused integrated pathway programs, which connect core academic and CTE classes, embed early college credit opportunities, student support, and work-based learning at each comprehensive high school.

(b) CONTRACTOR's Responsibilities and Duties:

Support the development of college and career pathways within Santa Rosa City Schools through support around change management and pathway scope and sequence, with a particular focus on integrated healthcare CTE pathways.

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on February 27, 2025, and will continue through June 30, 2025, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed two thousand and eight hundred Dollars (\$2800). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

The contractor's rate is \$200 per hour not to exceed 14 hours through June 2025. Any related expenses are included in this rate. The Contractor will submit monthly invoices to the district. Payment is due within 30 days of receipt of the invoice.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

This professional development will support building the capacity of SRCS staff to implement integrated healthcare CTE pathways at each comprehensive high school, which include increased access to early college credit and work-based learning opportunities for students. Evidence of plans for increasing healthcare-related early college credit courses, work-based learning opportunities, and student enrollment in a healthcare CTE pathway in the 25-26 school year will be measured to determine the impact.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

	Board Strategic Priorities
X	Priority 1- Life Ready Learners
	Priority 2- Whole Person Focus
x	Priority 3- High Quality Staff
x	Priority 4- Teaching and Learning Environment and Resources
x	Priority 5- Equity and Excellence
	Priority 6- Family Engagement and Community Partnerships
	Priority 7- Sustainable Funding

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

9. Taxes. Federal Internal Revenue Service's regulations require that school districts report all payments to individuals for CONTRACTOR services. CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this CONTRACT. In the event DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on these earnings.

10. Indemnification:

- (a) CONTRACTOR shall indemnify, defend with counsel acceptable to DISTRICT, and hold harmless to the full extent permitted by law, DISTRICT and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in

connection with CONTRACTOR'S performance or failure to perform its obligations under this CONTRACT, except such Liability caused by the active negligence, sole negligence or willful misconduct of the DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

Notwithstanding the foregoing, however, in the event that a court determines that liability with respect to any Liability was caused or contributed to by the negligent act, error, omission or the willful misconduct of DISTRICT, liability will be apportioned between CONTRACTOR and DISTRICT with regard to such Liability based upon the parties' respective degrees of culpability, as determined by the court, and CONTRACTOR's duty to indemnify DISTRICT with respect to satisfaction of the judgment only (but not to costs of defense previously incurred by CONTRACTOR) will be limited accordingly.

- (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder, if and to the extent caused by CONTRACTOR or any agent or representative of CONTRACTOR.

11. Insurance: With respect to the performance of work under this CONTRACT, CONTRACTOR shall maintain and shall require all of its subcontractors, if any, to maintain insurance as indicated below:

- (a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT".

- (b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to premises and operations liability, independent CONTRACTOR's liability, and personal injury liability.

- (c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

- (d) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

- (1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this CONTRACT.

- (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Sexual Abuse and Molestation coverage in an amount no less than \$1,000,000 per occurrence, with an annual aggregate of \$2,000,000, endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Contractor will be directly supervising children]**

(f) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this CONTRACT is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Professional Services is checked on first page]**

(g) Documentation: The following documentation shall be submitted to the DISTRICT:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this CONTRACT.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this CONTRACT.

(3) Upon DISTRICT'S written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(h) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(i) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this CONTRACT; the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this CONTRACT and obtain damages from the CONTRACTOR resulting from the breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

12. Termination:

(a) DISTRICT may terminate this CONTRACT without cause by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the CONTRACT without cause, it shall pay CONTRACTOR for services satisfactorily rendered to such date.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the CONTRACT, either party may immediately terminate this CONTRACT by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services

satisfactorily rendered, provided, however, that there shall be deducted from such amount the amount of liquidated damages, if any, sustained by DISTRICT by virtue of any breach of the CONTRACT by CONTRACTOR.

13. Fingerprints. The DISTRICT has considered the totality of the services to be provided under this CONTRACT and has determined that CONTRACTOR and CONTRACTOR'S employees are subject to the fingerprinting requirements of Education Code section 45125.1. CONTRACTOR shall submit fingerprints for review by the Department of Justice and authorize DISTRICT to receive subsequent arrest and conviction notifications.

14. Confidentiality. CONTRACTOR acknowledges the protections afforded to student health and related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and privacy Act (FERPA), and under provisions of state law and DISTRICT policy relating to privacy. CONTRACTOR shall ensure that all activities undertaken pursuant to this CONTRACT comply with these requirements.

15. Ownership of Work Product: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any work product gathered or computed by CONTRACTOR prior to termination of this CONTRACT by DISTRICT or upon completion of the work pursuant to this CONTRACT.

16. Assignment. The obligations of the CONTRACTOR pursuant to this CONTRACT shall be performed solely by CONTRACTOR and shall not be assigned or transferred by the CONTRACTOR to any third party or employee/agent of CONTRACTOR without the DISTRICT'S prior written consent.

17. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this CONTRACT or accruing out of the performance of such operations.

18. Permits/Licenses. CONTRACTOR shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this CONTRACT.

19. Entire CONTRACT/Amendment. This CONTRACT and any attachments constitute the entire CONTRACT among the parties to it and supersede any prior or contemporaneous understanding or CONTRACT with respect to the services contemplated, and may be amended only by a written amendment executed by both parties. Should the CONTRACT terms conflict with any amendments attached hereto, this CONTRACT shall govern.

20. Notice. All notices or demands to be given under this CONTRACT by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which either party may give notices or demands may be changed by written notice given in accordance with the notice provisions of this section. At the date of this CONTRACT, the addresses of the parties are as follows:

DISTRICT:

Santa Rosa City Schools
211 Ridgway Ave

Santa Rosa, CA 95401

707-890-3800

mmartin@srcs.k12.ca.us

CONTRACTOR:

Name: Laura Flaxman
Street: 6 Cohen Court

City/State/Zip: Alameda, CA 94501

Phone: (510) 882-6875

Email: flaxwoman@me.com

21. Nondiscrimination. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this CONTRACT are incorporated by this reference.

22. Extra (Changed) Work. Only the Superintendent may authorize extra (and/or changed) work, which shall be in writing and thereafter ratified by the Board. The parties expressly recognize that DISTRICT and DISTRICT personnel are without authorization either to order extra (and/or changed) work or to waive contract requirements. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.

23. Conflict of Interest. CONTRACTOR represents that it presently has no interest, which would conflict in any manner or degree with the performance of services contemplated by this CONTRACT. CONTRACTOR further represents that in the performance of this CONTRACT, no person having such interest will be employed. If CONTRACTOR participates in the planning, development, or negotiation of a contract for the District, CONTRACTOR may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.

24. Severability. If any term, condition, or provision of this CONTRACT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25. Governing Law. The terms and conditions of this CONTRACT shall be governed by the laws of the State of California with venue in Sonoma County, California, and no other place.

THIS CONTRACT IS ENTERED INTO THIS ____ DAY OF _____, 20__.

DISTRICT

Signature: _____

Lisa August

Associate Superintendent

shoyos@srcs.k12.ca.us

707-890-3800 x80201

AUTHORIZED SIGNER *or* CONTRACTOR

Signature:  _____
Laura Flaxman (Jan 30, 2025 11:14 PST)

Print Name: Dr. Laura Flaxman

Title: Consultant

Email: flaxwoman@me.com

Phone: (510) 882-6875

Guest Group Use Agreement

The lead coordinator/ teacher for your group must sign, scan, and email (or mail) back to Pepperwood **prior** to your trip.

Hold Harmless Agreement: Guest Groups, i.e. school groups, agree to indemnify and hold harmless Pepperwood Foundation (aka Pepperwood Preserve), its officers, agents and employees from and against any and all claims, demands, loss or liability of every nature, for injuries to person or property (either or both), occurring in or about or in any way connected with the class/camp and its use by the guest group, as a result of or arising out of the sole negligence of the guest group, its officers, agents, students, employees or guests.

Pepperwood Foundation (aka Pepperwood Preserve) agrees to indemnify and hold harmless the guest group, its officers, agents, students, employees or guests from and against any and all claims, demands, loss or liability of every nature for injuries to persons or property (either or both), occurring in or about or in any way connected with Pepperwood and its use by the guest group as a result of or arising out of the sole negligence of Pepperwood, its officers, agents, employees or guests.

Coordinator/Teacher Signature

Date

Print Coordinator/Teacher Name

School/Group Name

Insurance: Many school groups visiting Pepperwood are covered under the Redwood Empire Schools Insurance Group's Certificate of Liability Insurance issued by Wells Fargo Insurance Services. If you are not part of the Redwood Empire Schools Insurance Group, you must provide Pepperwood with a comprehensive liability insurance certificate, which is easy to obtain through your school's insurance company at no additional cost.

EXAMgen Inc.

1201 East Fayette St.
Syracuse, NY 13210
Phone: (315)471-2215
Email: orders@examgen.com

Quote To

Maria Carrillo HS
6975 Montecito Blvd
Santa Rosa, CA 95409-7713
707-528-5790

Pro-Rated 2/16/2025 - 6/30/2025 \$657 (Full Year \$1,575)
School License: Maria Carrillo HS
Admin: Brittney Geddes, bgeddes@srcs.k12.ca.us
Math Courses School License: Unlimited Teachers

Quote

Quote Date	Quote Num
1/16/2025	25496
Rep	Quote Expires
avm	2/16/2025
School ID	
310914	
Requested By	
Brittney Geddes	
bgeddes@srcs.k12.ca.us	

Description	Qty	Unit Price	PrCode	Total
Algebra 1 CC Online Course License (Yearly)	1	\$315.00	02-0216-04-01-CL	\$315.00
Geometry CC Online Course School License (Yearly)	1	\$315.00	02-0217-04-01-CL	\$315.00
Algebra 2 CC Online Course School License (Yearly)	1	\$315.00	02-0218-04-01-CL	\$315.00
Pre-Calculus Online Course School License (Yearly)	1	\$315.00	02-0194-04-01-CL	\$315.00
Calculus Online Course School License (Yearly)	1	\$315.00	02-0148-04-01-CL	\$315.00

Discount	\$918.00
Sub Total	\$657.00
Tax	\$0.00
Total	\$657.00



SCHOOL PROGRAMS CONTRACT

Contract Name Cesar Chavez Language Academy
Client Name Cesar Chavez S25
Program Coordinator Valeria Garcia Buenrostro
Billing Coordinator
Contract # 771500
Date Issued 10/11/2024
Deposit Amount \$4,200.00(Total Contract Amount \$16,628.00)
Deposit Due 11/15/2024
Final Payment Due 05/28/2025
Address 2480 Sebastopol Road
City / State / Zip Santa Rosa/CA/95407
Email vgarciabuenrostro@srcs.k12.ca.us
Work Phone

1. Program Arrangements

a. Program Dates Arriving: May 28, 2025 Departing: May 30, 2025
b. First and Last Meals First Meal: Dinner Last Meal: Last Day Lunch
c. Attendees Students: 52 Chaperones: 7 Teachers: 3

2. Guarantee/Finances

- Client agrees to issue all payments in the form of a check.
- Client understands that a non-refundable, non-transferable deposit is required to hold the space for the dates listed as 1a above.
- Client understands and agrees that they will sign and date this agreement and return the original signed copy along with the deposit by the deposit due date listed above.
- Client understands that if the signed contract and deposit are not received at Westminster Woods by the deposit due date listed above, Westminster Woods shall be free to release the dates listed above for booking by other groups.
- Client understands that the full cost of the program will be specified in an invoice. Client agrees to pay the total amount specified in the final invoice.
- Client will submit a Certificate of Insurance with Westminster Woods named as "additionally insured" at least one month prior to program arrival date, in the amount of at least \$1 million.
- If different than 1c above, Client will provide final numbers of expected students, chaperones, and teachers to Westminster Woods at least one month prior to program arrival date.
- With less than two months until program arrival date, Westminster Woods can accommodate a change of up to 10% from the final student numbers. If Client brings more students, Client will be financially responsible for the additional attendees. If Client brings fewer students, Westminster Woods may reduce the final invoice by as many participants, or no more than a 10% reduction in student numbers, whichever is less.
- Client will provide final, complete attendance information on arrival day.
- Client agrees to issue final payment by the arrival date listed above.
- If the final payment is not received by the arrival date listed above, Client agrees to pay 2% interest per month for any unpaid balance.
- If Client is not underwritten by any formal organization, the undersigned agrees to be held individually responsible for the financial obligation in final invoice.

3. Cancellation

- a. If cancellation of this event is necessary before 02/27/2025, the deposit will be forfeited.
- b. If cancellation occurs after 02/27/2025, Client is responsible for the full invoiced amount.
- c. If cancellation occurs due to Force Majeure, defined below, Westminster Woods will use its best efforts to allow, Client, at Client's option, to reschedule a future program, in which case any payments will be applied to the rescheduled program. If Client does not reschedule a future program, any payments will be forfeited.

4. Expectations

- a. Client understands that Westminster Woods assigns cabins, teacher houses, number of trail groups and meeting rooms based upon group sizes and the most effective use of its facilities. Therefore, these assignments may vary from year to year.
- b. Client agrees to follow all policies, protocols, guidelines, trainings, and safety regulations of Westminster Woods, and all applicable local, state and federal laws.
- c. Client agrees that any injury causing accidents will be reported immediately to the Westminster Woods staff person on duty.
- d. Client is responsible for providing at least one representative, employed by Client, who will remain on location (either on Westminster Wood's property or at the location of any off-site trip) for the duration of the program.
- e. If necessary, Client is responsible for providing a vehicle and qualified driver for transporting participants to a local medical facility.
- f. Westminster Woods reserves the right to remove anyone at any time or from the facility. In the event that a participant is removed from their program, Client is responsible for providing supervision to that person until they leave campus and, if necessary, a vehicle and qualified driver for the participant's transportation from the facility.
- g. Westminster Woods is not responsible for loss or damage to any valuables or vehicles while on the premises.
- h. Client is responsible for all damage to Westminster Woods property caused by individuals within their group.
- i. Client may not assign this Agreement without Westminster Woods' written consent.

5. Indemnify and Hold Harmless

- a. Client agrees to indemnify and hold harmless Westminster Woods, its officers, agents, employees, directors and representatives from and against any and all claims, damages, losses of every nature, injuries to person or property (either or both), or expenses of whatever form or nature, including attorneys' fees and other costs of legal defense, whether direct or indirect, occurring in or about or in any way connected with the camp, as a result of or arising out of any acts or omissions of the Client, or any of its respective officers, agents, students, employees, guests or representatives.
- b. Westminster Woods agrees to indemnify and hold harmless the Client, from and against any and all claims, damages, losses of every nature, injuries to persons or property (either or both), occurring in or about or in any way connected with Westminster Woods and its use by the Client, as a result of or arising out of any acts or omissions of Westminster Woods, its officers, agents, or employees.
- c. In the event of any claims, demands, loss or liability arising out of the negligence of both the guest group and Westminster Woods, each party shall be responsible, including reasonable attorney's fees and costs, based upon its proportionate share of negligence.

6. Force Majeure

Should any fire or other casualty, earthquake, flood, epidemic, landslide, enemy act, war, riot, civil commotion, strike, slowdown, boycott or labor dispute or other similar event beyond the reasonable control of either party (any of the foregoing hereinafter referred to as "Force Majeure") prevent performance of this Agreement in accordance with its provisions, performance of this Agreement by either party shall be suspended or excused to the extent commensurate with such interfering occurrence. Force Majeure shall not excuse the payment of any sum of money owing hereunder prior to the occurrence of such Force Majeure. Illness of any guests or employees of the Client shall not be considered a Force Majeure for purposes of this Agreement.

7. COVID-19

In consideration for being permitted to use the Westminster Woods premises, the Client, on behalf of itself, and its respective officers, agents, students, employees, guests and representatives, hereby:

- (a) acknowledges the contagious nature of COVID-19, the fact that it can be difficult to identify in another, and the inherent risks of exposure to those who may be infected with COVID-19 while on Westminster Woods' premises and/or participating in its programs, services, and activities;
- (b) knowingly and voluntarily assumes full responsibility for such risks; and
- (c) agrees to comply with Westminster Woods' safety measures and precautions which may include, but are not limited to, wearing personal protective equipment, hand washing, hand sanitizing, and social distancing.

I have read this agreement and agree to be bound by the terms herein:

School Authorized Representative Name: _____ Title: _____

Signature: _____ Date: _____

Group Name: Cesar Chavez S25

Westminster Woods Representative Name: Chris Rhodes Title: Executive Director

Signature:  _____ Date: 10/11/2024

Approved with the understanding that the High Ropes Course will not be a part of the trip activities.

MEMORANDUM OF UNDERSTANDING

**Between
County of Sonoma
and
Santa Rosa City Schools**

This Memorandum of Understanding (hereinafter “MOU”), dated as of 2/26, 2025 (hereinafter “Effective Date”) is by and between the County of Sonoma (hereinafter “County”) and Santa Rosa City Schools (hereinafter “District” or “SRCS”).

The purpose of this MOU is to establish the roles and responsibilities of the parties in the provision that County will provide services to students at District school sites. Services will be delivered by Department of Health Services – Behavioral Health Division, Crisis Assessment, Prevention & Education (CAPE) Mental Health Clinicians and Alcohol and Other Drug Services (AODS) Counselors (hereinafter “Providers”). This service for the 24/25 through 27/28 school years will be Measure O funded and therefore no payments will be made by SRCS to County for the services provided.

1. County Roles and Responsibilities

- Provide qualified Mental Health & Substance Abuse Providers to provide mental health and substance abuse services and supports to District. Services provided may include:
 - Substance Use Disorders Services (SUDS) group and individual support
 - Student mental health crisis assessments
 - Mental health crisis consultation
 - Linkage to outside treatment services
 - SUDS & Mental Health student, staff & parent trainings
 - Support to families with a child experiencing mental health and/or alcohol and drug related issues
 - Other services related to student behavioral health needs, if agreed upon between the District and CAPE
- Provide clinical and case consultation for other (non-DHS) school based Mental Health Provider(s) as appropriate
- Ensure that the CAPE Mental Health and Substance Use Provider(s) follows the legal, ethical, and professional guidelines of the Mental Health and Substance Use Professions
- Ensure that the CAPE Mental Health & Substance Use Provider(s) work within the scope & boundaries of their licensure or certification
- Ensure that the Mental Health and Substance Use Provider(s) are cleared by the Department of Justice and Federal Bureau of Investigations background check prior providing services at District sites
- Ensure that the Mental Health & Substance Use Provider(s) has received testing for and has been cleared by a health care provider that they are not infected with tuberculosis prior to providing services at District sites. Every 4 years after the initial clearance, Mental Health & Substance Use Provider(s) will re-test or sign an affidavit that they were not exposed to or have symptoms of tuberculosis

- Ensure that the scope of responsibilities of the Mental Health & Substance Use Provider(s) are consistent with the CAPE team area of focus, the school sites' needs, and the Mental Health & Substance Use Providers' level of training and experience
- Ensure that the Mental Health and Substance Use Provider(s) responds to the students at District campuses in a professional, consistent, and reliable manner in order to build the trust and connections that help facilitate our shared goals and outcomes
- Provide to the District an annual report identifying the number of students served and other supports provided
- Ensure that CAPE employees receive training in the areas of mandated child abuse reporting and sexual harassment prevention. The District may request verification from the County of adherence to these requirements at any time during the term of the contract
- When invited and appropriate, Mental Health & Substance Use Provider(s) may participate in student-level services such as 504 IEP, SST, and re-entry meetings
- Given an emergency and/or legally authorized student removal from school during the school day, Mental Health & Substance Use Provider(s) will ensure that Site Administration and/or CAPE staff have communicated or made earnest attempt(s) to communicate with the caregiver regarding the removal before the student leaves school property
- Mental Health and Substance Use Providers(s) will avoid speaking to parents and students about the processes such as attendance, discipline, 5-4 plans and IEP Assessment, which are under the purview of Site Administration and defined by Education Code
- Mental Health and Substance Use Provider(s) will coordinate with Site Administration, or the Wellness Coordinator acting on their behalf, for all educational, multi-agency and community events on campus during and after school hours

2. District Roles and Responsibilities

- Identify each school campus where Mental Health & Substance Use Provider(s) will provide services and provide a private room at each of these campuses for the use of Mental Health & Substance Use Provider(s)
- Maintain regular communication with CAPE team manager concerning the needs of the schools and degree to which each Mental Health & Substance Use Provider(s) are meeting those needs
- Support Mental Health & Substance Use Provider(s) with on-campus needs and consultation regarding District policies and procedures:
 - Referral procedures
 - Crisis response protocol
 - Communications expectations (with caregivers, site staff, admin, etc)
- Notify the CAPE team manager in a timely manner of any difficulties in the work performance of the Mental Health or Substance Use Provider(s)

- Given an emergency and/or legally authorized student removal from school during the school day, Site Administrator will communicate or make earnest attempt(s) to communicate with the caregiver regarding the removal before the student leaves school property

3. Term of MOU

3.1 The term of this MOU shall be from February 1, 2025 through June 30, 2028.

3.2 Either party may terminate this MOU for convenience and without cause upon 45 days' advance written notice.

4. Confidentiality

Both parties agree to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations.

5. Dispute Resolution

If any conflicts or disputes arise between the two parties, involved staff shall meet in a timely manner to resolve the conflict or dispute. It is acknowledged by both parties that the purpose of such meeting is to come to a resolution that is in the best interest of both parties and any client or patient involved.

6. Indemnification

Each party shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any act, omission, or negligence of such indemnifying party or its agents, employees, contractors, subcontractors, or invitees. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts. This indemnity provision survives the MOU.

7. Extra or Changed Work

Extra or changed work or other changes to the MOU may be authorized only by written amendment to this MOU, signed by both parties. Changes which do not exceed the delegated signature authority of the Department may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors or Purchasing Agent must authorize all other extra or changed work which exceeds the delegated signature authority of the Department Head. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive MOU requirements. Failure of Contractor to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the MOU price or MOU time due to such unauthorized work and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the County.

8. Statutory Compliance/Living Wage Ordinance

Contractor agrees to comply, and to ensure compliance by its subconsultants or subcontractors, with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this MOU as they exist now and as they are changed, amended or modified during the term of this MOU. Without limiting the generality of the foregoing, Contractor expressly acknowledges and agrees that this MOU is subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the MOU will be considered a material breach and may result in termination of the MOU or pursuit of other legal or administrative remedies.

9. Merger

This writing is intended both as the final expression of the MOU between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the MOU. Each party acknowledges that, in entering into this MOU, it has not relied on any representation or undertaking, whether oral or in writing, other than those which are expressly set forth in this MOU. No modification of this MOU shall be effective unless and until such modification is evidenced by a writing signed by both parties.

§ The remainder of this page has intentionally been left blank. §

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the Effective Date.

SANTA ROSA CITY SCHOOLS:

Lisa August
Associate Superintendent of Business Services
Santa Rosa City Schools

Dated

COUNTY OF SONOMA:

Approved; Certificates of Insurance on File with County:

Jennifer Solito, Interim Director
Department of Health Services

Dated

Approved as to Substance:

Division Director or Designee

Dated

Approved as to Substance:

Privacy & Security Officer or Designee

Dated

Santa Rosa City Schools

Date of Quote: 02/11/2025

Quotations are valid for 1 month from the date above

Subscription Length (1-year)

DESCRIPTION	PRICE	QUANTITY	TOTAL
1-year Premium Subscription Mosyle Manager MDM	US\$ 5.50	3,350	US\$ 18,425.00
1-year Mosyle Auth Subscription	US\$ 2.00	895	US\$ 1,790.00
	Total		US\$ 20,215.00

If you need anything else, please do not hesitate to contact us. Thank you for your interest in Mosyle Manager!

Vendor Info
Mosyle Corporation
For vendor information, contact:
hello@school.mosyle.com

Prepared for
Adrian Bica
abica@srcs.k12.ca.us
Santa Rosa City Schools

ORDER FORM

QUOTE # Q-444815
DATE 2/10/2025
EXPIRATION DATE 3/12/2025



Bill To

Santa Rosa City Schools (CA)
211 Ridgway Ave
Santa Rosa, California 95401
United States

Ship To

Santa Rosa City Schools (CA)
211 Ridgway Ave
Santa Rosa, California 95401-4320
United States

Liminex, Inc.

dba GoGuardian and Pear Deck Learning
2030 E Maple Avenue Suite 100
El Segundo, California 90245
United States

Thank you for your interest in our products! This order form ("**Order Form**") identifies the Liminex products you have selected for subscription ("**Licensed Product(s)**"), the term of your initial subscription(s) to the Licensed Product(s) ("**Initial Term**"), the number of licenses included in your base subscription(s) ("**Licenses**"), as well as the fees associated with your base subscription(s), any Licenses you add to your subscription(s) during the Initial Term, and support and professional services related to the Licensed Product(s).

This Order Form, once executed by authorized representatives of Liminex, Inc. dba GoGuardian ("**GoGuardian**") and Pear Deck Learning ("**Pear Deck Learning**") on behalf of itself and its family of company Affiliates and products including Pear Deck, Inc. ("**Pear Deck**"), Snapwiz, Inc. referred to herein as "**Pear Assessment**", Zorro Holdco LLC referred to herein as "**Pear Deck Tutor**", and Pear Practice ("**Pear Practice**") (together, "**Liminex**", "**we**", "**us**", "**our**"), and the organization listed below ("**School**," "**you**" or "**your**"), and together with the Liminex Product Terms of Service and End User License Agreement available at <https://www.goguardian.com/policies/eula> and <https://www.peardeck.com/policies/product-terms-and-end-user-license-agreement> (the "**Terms**" and, together with this Order Form, the "**Agreement**"), forms a binding contract. All capitalized terms not defined in this Order Form have the meaning given to them in the Terms. In the event of any conflict between this Order Form and the Terms, the terms set forth in this Order Form will prevail, but solely with respect to this Order Form. We do not agree to any other terms, including without limitation any terms on your School's purchase order.

QTY	PART #	DESCRIPTION	START DATE	END DATE	UNIT PRICE	EXTENDED
200	GG-TCR1Y-000001	GoGuardian Teacher with Video Conferencing	2/10/2025	8/31/2025	\$2.55	\$510.00
TOTAL (USD):						\$510.00

Add-on Licenses. If during the Initial Term or during any Renewal Term, you would like to expand your base subscription(s) to include additional Licenses, please contact Liminex so that we can send you an additional Order Form for those 'add-on' Licenses ("**Add-Ons**"). If we do not hear from you and you deploy additional Licenses, we will send you an Order Form and invoice your Organization for subscriptions to the Add-Ons you use. Add-Ons, once deployed, will be rolled into your base subscription, and, collectively, are referred to as the "**Subscription**."

AZ/HI/SC/WA Customers: Sales tax will be added to the Fees quoted above.

RENEWAL SUBSCRIPTION TERM

Following the Initial Term, your Subscription (including any Add-Ons during the previous term) will automatically renew on an annual basis for successive 12-month periods (each, a "**Renewal Term**," and together with the Initial Term, the "**Term**") at our then-current fees (including an Innovation Increase as defined below) for such Subscription, unless you provide us with written notice of cancellation or written intent not to renew at least sixty (60) days prior to the end of the then-current Term. Your cancellation will take effect as of the last day of your then-current Term and you will not be charged for the upcoming Renewal Term. You will not be entitled to receive a refund or credit of any subscription fees paid for your then-current Term even if you elect not to use the Subscription for the remainder of that Term.

RENEWAL FEES

We are dedicated to improving the Licensed Products on an ongoing basis through continued innovation in research and development. For this reason, following the Initial Term, the Subscription Fee-Per License Price for each Licensed Product will be subject to an automatic fee increase equal to 10% above the Subscription Fee-Per License Price you paid for the Licensed Product in the previous term ("**Innovation Increase**"). Order Forms and invoicing for Renewal Terms will reflect the Innovation Increase and your renewal subscription fees will be calculated using the increased fees for the number of Licenses included in your Subscription. You agree to pay the Subscription Fees, reflecting the Innovation Increase, due for each Renewal Term as described herein, unless you decide not to renew the Subscription with Liminex in accordance with this Order Form.

ORDER FORM

QUOTE # Q-444815
DATE 2/10/2025
EXPIRATION DATE 3/12/2025



PAYMENT

Full payment of the Total Base Subscription Fees for Initial Term is required before access to the Subscription is provided for the Initial Term. Your School is responsible for all payment of fees associated with any Add-Ons. Payment for all fees, including any fees for Add-Ons, is due within thirty (30) days of invoice date. Payment of the applicable Total Base Subscription Fees (including fees for any Add-Ons) for each Renewal Term is also due up front in full in advance of each Renewal Term. Your School is responsible for all taxes and duties unless expressly included in this Order Form.

Signature:

Name:

Title:

Email:

Accounts Payable Name:

Accounts Payable Email:

PO Number (Optional):

**Additional Notes (requests
for delayed invoicing, etc.):**



SANTA ROSA CITY SCHOOLS SERVICE CONTRACT

This CONTRACT is hereby entered into between the Governing Board of the Santa Rosa City Schools, hereinafter referred to as “DISTRICT”, OR “BOARD” and Joseph Culpepper, hereinafter referred to as “CONTRACTOR”.

SCHOOL SITE/DEPARTMENT USE ONLY

Check one of the following:

☒ Independent Contractor/Business/Organization* ☐ Professional Services** ☐ Partnership***

* Any person, business, or organization that will be providing non-professional services to the District

** Any person, business, or organization that will be providing professional services to the District (Usually as a result of an RFP, i.e., services that require extensive technical knowledge or training in their particular area of expertise.) Engineers, Financial Advisors, Architects, Auditors, Surveyors, Inspectors, etc.

*** Two or more persons, businesses, corporations, or organizations that will be partnering with the District to perform certain services with the District

SCHOOL SITE/DEPARTMENT USE ONLY

Funding Source (Code): 06_ - _2600_ - _0_ - 1151 - 1000 - 5800 - 124 – ELOP

Funding Category: ☐ Base ☐ Supplemental ☐ Concentration

☐ Restricted: _____ ☒ Other: ___ELOP_____

For Billing (if applicable): ☐ Bill to: _____ Billing frequency: _____

Contract is: ☐ New ☒ Renewal ☐ Addendum ☐ Amendment

Number of Individuals Served: _____55_____

Approved at Site by*: ___Evelyn Anderson, SRFACS___ Date: ___2/2/2025___

* Signature - **FOR CONTRACTS ORIGINATED BY SCHOOL SITE**

Departmental Approval:** _____ Date: _____

** Signature - **DISTRICT OFFICE DEPT. SIGNATURE**

Contract Created by: ___Evelyn Anderson, SRFACS_ **Phone #:** ___707-890-3930, ext. 73105___
Name of SRCS employee AND dept. or school site

Proposed Contract Start Date: ___3/17/2025___ **Proposed Contract End Date:** ___06/27.2025___

Requisition #: _____

BUSINESS SERVICES USE ONLY

Verified Receipt of: ☐ Insurance(s) ☐ W-9 Form ☐ HR Clearance, if applicable

Funding Source /Funding Category verified: ☐ YES ☐ NO **Board Approval Date:** _____

Verified by: _____ **Date:** _____

Fiscal Services Authorizer

LAST REVISED ON 3-12-24

1. Services.

(a) DISTRICT's Responsibilities and Duties:

Organize and provide space on SRFACS campus.

Identify and invite ELOP-qualified students to attend sessions. Manage responses.

Manage daily attendance reports.

Organize daily schedules for ELOP-qualified students.

(b) CONTRACTOR's Responsibilities and Duties:

Provide in-person instruction in magic and juggling in French to multiple grade levels during Spring Break and Summer programs.

- Planned 15 to 1 ratio of students to instructor to 1st through 8th
- Planned 10 to 1 ratio of students to instructor to for TK and Kindergarten
- Camp will start on March 17, 2025.

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on March 17, 2025, and will continue intermittently up to June 27, 2025, subject to revision and renewal with BOARD approval in subsequent years. Pursuant to Education Code §17596, in no event shall this CONTRACT exceed a term of five (5) years.

3. Compensation. DISTRICT agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this CONTRACT a total fee not to exceed ten thousand, three hundred and fifteen Dollars (\$10,315). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

Payment due upon receipt of invoice following services rendered.

Payment to be made check sent to Contractor at address indicated on signature page of this contract.

4. Expected Outcomes (Deliverables). DISTRICT expects the following outcomes from the services performed by CONTRACTOR pursuant to this CONTRACT (What was the positive impact on the students? How will/is it measured?):

The following metrics are used to evaluate the effectiveness of the magic and juggling instruction:

- Student development of new fine motor skills required for juggling and sleight of hand;
- Student development of disciplined practice and rehearsal skills both as individuals and as cooperative and collaborative performance team members;
- Development of the cognitive processing and physical literacy skills required to perform: optical illusions, recreational mathematics, psychological subtleties, and complex dexterous movement requiring heightened spatial awareness;
- Acquisition of specialized French vocabulary, grammar and pronunciation related to the performing arts (formal onstage etiquette and imperative commands when interacting with spectators onstage, for example);
- Mastery of oral presentation and spectator management skills required to perform in front of an audience.

The instructor measures these skills during each contact hour during student demonstrations. District representatives, parents, and other audience members measure the students' ability to perform a good show by round of applause during their public performance at the end of the session.

5. Alignment with DISTRICT Strategic Plan. This CONTRACT supports the following Strategic Plan Goals (check all that apply):

	Board Strategic Priorities
X	Priority 1- Life Ready Learners
X	Priority 2- Whole Person Focus
X	Priority 3- High Quality Staff
X	Priority 4- Teaching and Learning Environment and Resources
X	Priority 5- Equity and Excellence
	Priority 6- Family Engagement and Community Partnerships
	Priority 7- Sustainable Funding

6. Expenses. Except as set forth herein, DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.

7. Independent Contractor. CONTRACTOR, in the performance of this CONTRACT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to

benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation, Workers' Compensation, Health and Welfare Benefits, Paid Vacation, Retirement Program Participation, or any other employee benefits. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this CONTRACT. CONTRACTOR shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance, social security, and income taxes with respect to CONTRACTOR and CONTRACTOR'S employees.

8. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this CONTRACT. CONTRACTOR'S services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

9. Taxes. Federal Internal Revenue Service's regulations require that school districts report all payments to individuals for CONTRACTOR services. CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this CONTRACT. In the event DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on these earnings.

10. Indemnification:

- (a) CONTRACTOR shall indemnify, defend with counsel acceptable to DISTRICT, and hold harmless to the full extent permitted by law, DISTRICT and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with CONTRACTOR'S performance or failure to perform its obligations under this CONTRACT, except such Liability caused by the active negligence, sole negligence or willful misconduct of the DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts. Notwithstanding the foregoing, however, in the event that a court determines that liability with respect to any Liability was caused or contributed to by the negligent act, error, omission or the willful misconduct of DISTRICT, liability will be apportioned between CONTRACTOR and DISTRICT with regard to such Liability based upon the parties' respective degrees of culpability, as determined by the court, and CONTRACTOR's duty to indemnify DISTRICT with respect to satisfaction of the judgment only (but not to costs of defense previously incurred by CONTRACTOR) will be limited accordingly.
- (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder, if and to the extent caused by CONTRACTOR or any agent or representative of CONTRACTOR.

11. Insurance: With respect to the performance of work under this CONTRACT, CONTRACTOR shall maintain and shall require all of its subcontractors, if any, to maintain insurance as indicated below:

(a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT".

(b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to premises and operations liability, independent CONTRACTOR's liability, and personal injury liability.

(c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

(d) Each such comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:

(1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this CONTRACT.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.

(4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Sexual Abuse and Molestation coverage in an amount no less than \$1,000,000 per occurrence, with an annual aggregate of \$2,000,000, endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Contractor will be directly supervising children]**

(f) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this CONTRACT is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT." **[Required if Professional Services is checked on first page]**

(g) Documentation: The following documentation shall be submitted to the DISTRICT:

(1) Properly executed certificates of insurance clearly evidencing all coverages, limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this CONTRACT.

(2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this CONTRACT.

(3) Upon DISTRICT'S written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(h) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(i) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this CONTRACT; the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this CONTRACT and obtain damages from the CONTRACTOR resulting from the breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

12. Termination:

(a) DISTRICT may terminate this CONTRACT without cause by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the CONTRACT without cause, it shall pay CONTRACTOR for services satisfactorily rendered to such date.

(b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the CONTRACT, either party may immediately terminate this CONTRACT by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered, provided, however, that there shall be deducted from such amount the amount of liquidated damages, if any, sustained by DISTRICT by virtue of any breach of the CONTRACT by CONTRACTOR.

13. Fingerprints. The DISTRICT has considered the totality of the services to be provided under this CONTRACT and has determined that CONTRACTOR and CONTRACTOR'S employees are subject to the fingerprinting requirements of Education Code section 45125.1. CONTRACTOR shall submit fingerprints for review by the Department of Justice and authorize DISTRICT to receive subsequent arrest and conviction notifications.

14. Confidentiality. CONTRACTOR acknowledges the protections afforded to student health and related information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), student records under the Family Educational Rights and privacy Act (FERPA), and under provisions of state law and DISTRICT policy relating to privacy. CONTRACTOR shall ensure that all activities undertaken pursuant to this CONTRACT comply with these requirements.

~~15. Ownership of Work Product: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any work product gathered or computed by CONTRACTOR prior to termination of this CONTRACT by DISTRICT or upon completion of the work pursuant to this CONTRACT.~~

16. Assignment. The obligations of the CONTRACTOR pursuant to this CONTRACT shall be performed solely by CONTRACTOR and shall not be assigned or transferred by the CONTRACTOR to any third party or employee/agent of CONTRACTOR without the DISTRICT'S prior written consent.

17. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this CONTRACT or accruing out of the performance of such operations.

18. Permits/Licenses. CONTRACTOR shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this CONTRACT.

19. Entire CONTRACT/Amendment. This CONTRACT and any attachments constitute the entire CONTRACT among the parties to it and supersede any prior or contemporaneous understanding or CONTRACT with respect to the services contemplated, and may be amended only by a written amendment executed by both parties. Should the CONTRACT terms conflict with any amendments attached hereto, this CONTRACT shall govern.

20. Notice. All notices or demands to be given under this CONTRACT by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which either party may give notices or demands may be changed by written notice given in accordance with the notice provisions of this section. At the date of this CONTRACT, the addresses of the parties are as follows:

DISTRICT:

Santa Rosa City Schools

211 Ridgway Ave

Santa Rosa, CA 95401

707-890-3800

mmartin@srcs.k12.ca.us

CONTRACTOR:

Name: Joseph Culpepper

Street: 4880 CA-1 #1214

City/State/Zip: Bodega Bay, CA 94923

Phone: (916) 844-8694

Email: joe.culpepper@gmail.com

21. Nondiscrimination. CONTRACTOR shall comply with all applicable federal, state, and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this CONTRACT are incorporated by this reference.

22. Extra (Changed) Work. Only the Superintendent may authorize extra (and/or changed) work, which shall be in writing and thereafter ratified by the Board. The parties expressly recognize that DISTRICT and DISTRICT personnel are without authorization either to order extra (and/or changed) work or to waive contract requirements. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.

23. Conflict of Interest. CONTRACTOR represents that it presently has no interest, which would conflict in any manner or degree with the performance of services contemplated by this CONTRACT. CONTRACTOR further represents that in the performance of this CONTRACT, no person having such interest will be employed. If CONTRACTOR participates in the planning, development, or negotiation of a contract for the District, CONTRACTOR may not subsequently acquire a financial interest in that contract in violation of Government Code section 1090.

24. Severability. If any term, condition, or provision of this CONTRACT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

25. Governing Law. The terms and conditions of this CONTRACT shall be governed by the laws of the State of California with venue in Sonoma County, California, and no other place.

THIS CONTRACT IS ENTERED INTO THIS 6th DAY OF February, 2025.

DISTRICT

AUTHORIZED SIGNER or CONTRACTOR

Signature: _____

Lisa August

Associate Superintendent

ysantanaperalta@srcs.k12.ca.us

707-890-3800 x80201

Signature: Joe Culpepper

Print Name: Joseph Culpepper

Title: instructor (contractor)

Email: joe.culpepper@gmail.com

Phone: 916-844-8694



Hi April,

Thank you for scheduling your NatureBridge Golden Gate program with 33 students and 4 adults from Monday, April 14, 2025 to Wednesday, April 16, 2025. You are giving your students the opportunity to learn and explore in one of the most beautiful places on earth with our exceptional educators, an experience that they will never forget!

What's included in this Welcome Packet:

- This page is a cover letter with at a glance information about important dates
- Your initial invoice. If participant numbers change, an updated invoice will be sent separately.
- Your contract starts after the invoice page(s). A new contract will not be reissued if participant numbers change. If you have been sent a more recent invoice prior to signing the contract, you can still sign this contract.

Complete your reservation in two steps:

1. E-Sign your contract by **November 6, 2024**.
2. Send your deposit check of **\$3,267.25** to the address below. It must be received by **November 11, 2024**. Reference your invoice **#2502-000502**.

NatureBridge
attn: Accounts Receivable
1033 Fort Cronkhite
Sausalito, CA 94965

Looking ahead: Your guaranteed number of participants is due by **January 14, 2025**. After this date, you can only decrease your numbers up to 5% without incurring forfeiture charges. See your contract for details. You can start planning ahead by visiting <https://naturebridge.org/>

Please don't hesitate to contact me if you have any questions along the way. I am here to support you and all that you are doing to make your trip successful!

All the best,

Mira Aboutaam Stalcup
NatureBridge
Golden Gate

maboutaam@naturebridge.org



INITIAL INVOICE

April Lombardo
Brook Hill Elementary
1850 Vallejo Street
Santa Rosa, CA 95404

INV #	2502-000502
DATE	10/21/2024 3:28:02 PM
TOTAL CHARGES	\$8,992.18
DEPOSIT DUE DATE	November 11, 2024

Brook Hill Elementary

Monday, April 14, 2025 at 9:30AM – Wednesday, April 16, 2025 at 11:30AM

CHARGES

Item	Description	Qty	Unit Price	Subtotal	Tax	Total
3-Day, 2-Night Student		33	\$355.00	\$11,715.00	\$0.00	\$11,715.00
3-Day, 2-Night Adult		4	\$320.00	\$1,280.00	\$0.00	\$1,280.00
Scholarship Fee		37	\$2.00	\$74.00	\$0.00	\$74.00
Scholarship Award, Estimate		1	(\$4,076.82)	(\$4,076.82)	\$0.00	(\$4,076.82)
Total Charges						\$8,992.18

PAYMENTS

Date	Description	Total
Total Payments		\$0.00

BALANCE DUE: \$8,992.18

If the deposit payment of **\$3,267.25** is not received by **November 11, 2024**, your participation in our program cannot be guaranteed!

Remittance Address

NatureBridge
Attn: Accounts Receivables
1033 Fort Cronkhite
Sausalito, CA 94965

PAYMENT IN FULL IS DUE 30 DAYS PRIOR TO ARRIVAL

NatureBridge connects young people to the wonder and science of the natural world, igniting self-discovery and inspiring stewardship of our planet.



NATUREBRIDGE CONTRACT FOR ENVIRONMENTAL SCIENCE PROGRAMS

This Contract for Environmental Science Programs (the "Contract") is entered into by and between Brook Hill Elementary and NatureBridge (together, the "Parties") for the dates of **04/14/2025-04/16/2025** at the **Golden Gate Campus**. The Parties agree as follows:

Definitions: The following definitions shall apply to this Contract.

"Chaperone" means and includes all persons 21 or older, including teachers, who have been designated by the Group as being responsible for Minor Participants.

"Contract" means this Agreement and the Invoice.

"Environmental Science Program" or **"Program"** means the educational program to be provided to the Group in accordance with the terms and conditions set forth in this Contract.

"Group" means the legal entity or other contracting party or parties who have executed this Contract and is or are contractually bound by its terms.

"Invoice" means the document issued by NatureBridge to the Group which accompanies this Agreement, and accepted by the Group as evidenced by execution of this Agreement, setting forth the Booking Deposit, the number of Participants, the Final Payment, the Scholarship Fee, and the Scheduled Arrival Date.

"Learning Group" means each smaller group into which the Participants are divided during the Program.

"Minor Participants" means those Participants who are younger than age 18.

"NatureBridge" means NatureBridge, a California Nonprofit Public Benefit Corporation.

"NatureBridge Campus" shall mean those areas of the respective National or State Park and private camps in which the Program is conducted, and generally includes the dining and lodging facilities, as well as any classrooms, labs and administrative buildings.

"Participant" means and includes all students, parents, teachers and chaperones who participate in the Environmental Science Program.

"Program Day" shall mean that portion of a day when the Program is in progress and during which NatureBridge staff are responsible for the supervision and safety of the Participants. A Program Day generally begins each day when NatureBridge staff meet the Participants and ends when the Program has been concluded by NatureBridge staff and the Participants have been released to the supervision and control of the Chaperones.

"Scheduled Arrival Date" means the date on which Group Participant are scheduled to arrive at the NatureBridge Campus.

NatureBridge Responsibilities. NatureBridge shall:

1. Provide the Invoice to the Group with this Agreement.
2. Provide the Environmental Science Program described in the Invoice. The Program includes educator staff; group experiential learning; meals; lodging; and limited intra-park transportation.
3. Be responsible for the safety and supervision of all Participants at all times during each Program Day except under certain circumstances outlined below in Group Responsibilities.

Group Responsibilities. The Group shall:

1. Make timely payment of all amounts due pursuant to this Contract.
2. Be familiar and comply with all NatureBridge policies, guidelines and Group Coordinator materials applicable to the Program. Such policies, guidelines and Group Coordinator materials are available online at naturebridge.org or will be provided upon request.
3. Ensure that, by no later than the first day of the Program, NatureBridge Participant Registration Forms have been completed, signed and submitted to NatureBridge by each adult Participant, and by the parent or guardian of each Minor Participant, as the case may be. The Group understands and agrees that no individual will be allowed to participate in any Program without a duly signed Participant Registration Form.
4. Provide all transportation of Participants to and from the Program.
5. Provide at least one Chaperone for each Learning Group and a sufficient number of additional Chaperones if needed to ensure the safety and appropriate supervision of all Minor Participants.



6. Screen Participants for illness, including COVID-19, prior to arriving on Program. Require any ill Participants to remain home.
7. Assume full responsibility for the safety and supervision of all Participants during all times that are before or after each Program Day.
8. Be responsible for communicating any Participant food allergies or dietary needs to NatureBridge and assisting Participants in monitoring for potential exposures to food allergens.
9. Be responsible for knowing any medication requirements and/or any relevant physical or mental conditions or limitations of Minor Participants, and for administering any medication to Minor Participants in accordance with School policies.
10. Be responsible for any Participant who is required to remain on the NatureBridge Campus during the Program Day due to injury, illness, or any other reason.
11. Obtain advance permission from NatureBridge staff before removing Participants from any Program-related activity in order to enable such Participants to participate in a non-Program-related activity not prohibited by NatureBridge policies; upon being granted such advance permission, the Group shall assume full responsibility for such Participants and the risks associated with such non-Program-related activity. Participants shall not be removed from a Program for more than three (3) hours.
12. Ensure that no alcohol is consumed by Chaperones at any time while they are responsible for the safety and supervision of Minor Participants.
13. Be responsible for any loss of or damage to NatureBridge property, equipment and facilities or any NatureBridge Campus caused by the acts or omissions of any Participants.
14. Discourage Participants from bringing any unnecessary items or property to the NatureBridge Campus and indemnify and hold NatureBridge harmless for the theft or loss of any personal items belonging to Participants.

Deposit Policy: The Group shall provide a booking deposit representing 25% of the total cost of the Program based on the estimated number of Participants ("Booking Deposit"). The Booking Deposit shall be paid to NatureBridge by the date noted on the Invoice. The Booking Deposit is non-refundable and is not transferable to other Programs or dates.

Minimum Group Size: Because each NatureBridge Campus has different vendor requirements, the Group agrees to pay for the following minimum number of Participants, regardless of whether the actual Group has fewer Participants: **Yosemite:** minimum 14 Participants. **Golden Gate:** minimum 12 Participants. **Olympic:** minimum 12 Participants. **Southern California:** minimum 25 Participants at Circle X Ranch, minimum 30 Participants at Hess Kramer, minimum 15 Participants at Shalom Institute, and minimum 15 Participants for day Programs. Individual Participants who leave the Program early for any reason will forfeit their entire payment. No refunds will be provided.

Group Reservation Confirmation: Upon receipt of the Booking Deposit and this Contract (including the Invoice) signed by a duly authorized representative of the Group, NatureBridge will confirm the Group's reservation.

Changes in Group Reservation:

- The Group may decrease the number of Participants by up to a maximum of 5% of Participants within ninety (90) days before the Scheduled Arrival Date. Any other decrease in the number of Participants for any reason shall not result in a reduction in the amounts owed pursuant to the Invoice.
- The number of Participants may not be increased without prior written approval from NatureBridge.
- The Group may terminate this Contract so long as notice of such termination is delivered to NatureBridge no less than ninety (90) days before the Scheduled Arrival Date, in which event this Contract shall terminate, NatureBridge shall retain the Booking Deposit, and neither party shall have any further obligations under the Contract. The Group may not terminate this Contract on or after the ninetieth (90th) day before the Scheduled Arrival Date, and any such attempted termination or other cancellation or refusal to participate by the Group shall not affect this Contract, and all amounts required to be paid by the Invoice shall be paid when due by the Group, and the Group shall not be entitled to any refund of any amounts previously paid.

Final Payment: Except for the Booking Deposit, all amounts owed by the Group pursuant to the Invoice shall be paid to NatureBridge on or before thirty (30) days prior to the Scheduled Arrival Date.



Scholarship Fee: A \$2.00 per Participant scholarship fee is assessed for all Groups. This fee is deposited directly into the NatureBridge scholarship fund.

Insurance: The Group represents and warrants that it is self-insured and/or that it maintains appropriate liability insurance, with limits of not less than \$1,000,000, for the Program, which includes sexual abuse and molestation coverage of at least \$1,000,000 for each occurrence.

Indemnity: The Group agrees to indemnify and hold harmless NatureBridge, and its officers, directors, employees, and agents (collectively, "Agents"), from and against all claims, demands, actions, damages, liabilities, costs and expenses (including but not limited to reasonable attorneys' fees and costs), caused by, arising out of, or related to any negligent, wrongful or unlawful act or omission on the part of the Group, its Agents or any of the Participants.

Except as otherwise expressly provided for in this Contract, NatureBridge agrees to indemnify and hold harmless the Group from and against all claims, demands, actions, damages, liabilities, costs and expenses (including reasonable attorneys' fees and costs), caused by, arising out of, or related to any negligent, wrongful, or unlawful act or omission on the part of NatureBridge, or any of its Agents.

Neither NatureBridge nor the Group shall be obligated to indemnify the other party in any manner whatsoever for the acts or omissions of the other party or its Agents.

Removal of Participants: NatureBridge reserves the right, in its sole discretion, to refuse to enroll in a Program, or to remove from a Program in progress, any person whose participation NatureBridge reasonably believes may present a risk of harm to that individual or to others, and in the event of any removal of any Participant during a Program in progress, there shall be no adjustment or refund of any amount owed or paid for such Participant's participation in such Program.

Change in Program: If for reasons beyond NatureBridge's reasonable control (e.g., inclement weather, wildfires, government shutdown, COVID-19, acts of God, etc.) it cannot provide the specified Program, or cannot do so at the specified location, then: (i) NatureBridge may change the Program and/or the location of the Program so long as the content and value of the changed Program is substantially the same as the original Program, and in such event, there shall not be any reduction in the amounts owed for such Program or any refund of amounts paid for such Program; or (ii) NatureBridge may cancel the specified Program and in such event shall return to the Group all amounts paid by the Group for the specified Program subject to the **Transfer Administrative Fee** or the **Refund Administrative Fee** detailed below.

Effect of Termination: If NatureBridge terminates the Program, then the Parties will observe the following procedures with respect to any amounts already paid by Group to NatureBridge for the cancelled Program (such amounts, the "Fees Paid"):

1. The Parties shall negotiate in good faith with respect to a replacement NatureBridge program to be provided at a mutually agreeable date. If the Parties enter into a new agreement for such replacement program, then, subject to this Section 1, Group will be entitled to receive a credit in an amount up to the Fees Paid to be used towards program amounts due under such new agreement. Unless otherwise agreed by NatureBridge, a Transfer Administrative Fee (as defined below) will be deducted from such credit if the following two conditions are met: (i) the start date of such replacement program is after June 30, 2025; and (ii) the Contract is terminated after the date that the Booking Deposit for the Program was due. If the Transfer Administrative Fee applies and is greater than the Fees Paid, Group shall pay the difference as part of the program amounts due under the new agreement for the replacement program. "**Transfer Administrative Fee**" means a fee equaling 8% of the total program fees that would have been payable by Group had the Program not been cancelled.
2. If the negotiations described in 1 do not result in an agreement to credit the Fees Paid toward a replacement Program, then, subject to this Section 2, NatureBridge will refund to Group the Fees Paid. Unless otherwise agreed by NatureBridge, a Refund Administrative Fee will be deducted from such refund if the Contract is terminated after the date that the Booking Deposit for the Program was due. If the Refund Administrative Fee applies and is greater than the Fees Paid, Group shall pay the difference to NatureBridge within 30 days of the date that the Contract is terminated. "**Refund Administrative Fee**" means a fee equaling 10% of the total program fees that would have been payable by Group had the Program not been cancelled. For clarity, the administrative fees are intended to cover unrecoverable costs incurred by NatureBridge in connection with the cancelled or transferred Program.

Non-Discrimination: NatureBridge and its contractors and/or subcontractors do not discriminate against any individual or group based upon race, color, religion, national origin, sex, age, ancestry, citizenship, physical or mental disability, marital status, medical condition, sexual orientation, gender identification, or on the basis of any other characteristic protected by applicable law.



Privacy policy: NatureBridge respects the confidentiality of the information provided by Participants, and will not sell or make available this information to other organizations. NatureBridge reserves the right to use this information for internal marketing and development purposes.

California Law/Severability: This Contract is entered into and governed by the laws of the State of California. Any provision determined to be void or illegal under applicable law shall be deemed severable, and all other provisions of this Contract shall remain in full force and effect.

Mediation/Arbitration: In the event of any dispute between the Parties with regard to the terms of this Contract, the Parties agree to submit such dispute to mediation in a good faith effort to resolve the dispute informally. Mediation will be held at the following locations: In San Francisco, CA for California programming; and in Seattle, WA for Washington programming. The costs of such mediation shall be shared equally by the Parties. Should mediation not resolve the dispute, the Parties agree to submit the dispute to binding arbitration before the American Arbitration Association, pursuant to the Rules for Commercial Disputes. The arbitration will take place in the respective locations referenced above based on Program location. The award of the arbitrator shall be final and binding with no right of appeal. The costs and expenses of arbitration shall be shared equally by the Parties, and each side shall bear its own attorney's fees and costs, unless otherwise determined by the arbitrator in his/her award.

Entire Agreement: The Parties agree that this Contract constitutes the entire agreement between them on the subjects encompassed herein; that all prior agreements, whether oral or written, are expressly superseded and of no force or effect; that no changes or modifications to the terms of this Contract shall be valid unless made in writing and signed by duly authorized representatives of both Parties; and that in the event of any inconsistency between the terms of this Agreement and the Invoice, the following order of precedence shall apply: (1) Invoice; (2) Agreement.

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

NATUREBRIDGE, A CALIFORNIA NONPROFIT
PUBLIC BENEFIT CORPORATION

By: 

Print Name: Judy Lin

Title: Chief Operating Officer

Dated: October 21, 2024

GROUP: Brook Hill Elementary

By: 

Print Name: Eva Calderon

Title: Elementary School Office Manager

Dated: 10/29/2024

Group: Brook Hill Elementary

Dates: 04/14/2025-04/16/2025

NatureBridge Campus: Golden Gate



BookWidgets Inc.
228 East 45TH Street RM 9E
New York, New York 10017
United States

BILLED TO
Melissa Shain
Santa Rosa City Schools
211 Ridgway Avenue
Santa Rosa, California 95401
United States
mshain@srcs.k12.ca.us
+17078903800ext80225

QUOTE

Quote # 257

Quote Date Feb 18, 2025

Expiry Date 20 Mar, 2025 23:59 CET

Customer ID Cesar-Chavez-
Language-Academy-Santa-Rosa-City-
Scho

Payment Terms Net 30

Subscription Details

No of billing cycles **Renewed until cancellation**

Billing Frequency **every 1 year**

1st billing cycle

DESCRIPTION	UNITS	UNIT PRICE	AMOUNT (USD)
School By Teacher	5	\$55.00	\$275.00
Total			\$275.00



Slater Middle School Field Trip

Tuesday, May 27, 2025

EVENT CONTRACT

ACCOUNT: Slater Middle

CONTACT: Marlen Ceballos

EMAIL: Mceballos@srcs.k12.ca.us

PHONE:

ADDRESS:

SALES MANAGER: Cheryl Valez

EMAIL: c.valez@visitepicenter.com

PHONE:

EVENT #: 44492073

EVENT SUMMARY

Name	Date	Time	Location	Areas	Event Type	Guests
Slater Middle School Field Trip	5/27/2025	9:30 am - 1:30 pm	Poppy Bank Epicenter Sports and Entertainment	SkyZone, Party Suite 101, Party Suite 102, Party Suite 103, Party Suite 104, Party Suite 105, 8-Bit Party Suite, Large Field, and Chuck's Buyout		300

SPECIAL INSTRUCTIONS

9:30am- Guests check in through middle entrance

9:30-1:30pm- Chuck's, Sky Zone and Arcade will be available to your group - this includes laser tag and XD ride

9:30-12:00pm- Arena one will be open to the group from

Ballistics play structure and Victory House will remain closed to the group during the entire event

11:30-12:30PM- YOUTH BUFFET SERVED IN CHUCK'S BOWLING- MINI SODAS OUT AT THIS TIME

PARTY PACKAGE

Qty	Price	Total
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300	FIELD TRIP PACKAGE PER STUDENT - INCLUDES SKY ZONE, ARENA 1, UNLIMITED ARCADE PLAY (NO TICKETS, NO REDEMPTION) LASER TAG, XD DARK RIDE, AND WATER STATIONS 1 HR SKY ZONE (SOCKS INCLUDED) OPEN PLAY ON ARENA	\$30.00	\$9,000.00
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FOOD

Qty		Price	Total
275	YOUTH BUFFET- Chicken Nuggets Fries Mini Corn dogs Cheeseburger Sliders Hot Dogs Fruit and Veggie platter Pizzas Mini Sodas		

SETUP**MICROPHONE NEEDED**

Check-in will be main entrance (middle entrance) NEED 5 CHECK IN TABLES

SKY ZONE MAX CAPACITY IS 75

Water stations set up at the Sports City bar

Water Stations at SKYZONE

Water station will be at the Chuck's bar

Wants game cards two days prior

We will use one color wristband for kids with a waiver. Checked on the day of the event

WE WILL REOPEN TO THE PUBLIC AT 1:30PM**ESTIMATED BILLING**

Total

Entertainment		\$9,000.00
Subtotal		\$9,000.00
State Sales Tax- TAX EXEMPT	9.25%	\$0.00
Grand Total		\$9,000.00
Deposit	Unpaid	\$2,250.00
Estimated Amount Due		\$9,000.00



Slater Middle School Field Trip

Tuesday, May 27, 2025

TERMS AND CONDITIONS

TERMS

Final headcount due no later than 3 days before the event. Once the headcount is emailed to the Epicenter Sales Representative the amount cannot be decreased. No changes to the menu 2 days prior to the event. 25% deposit due at the time of signing the contract. The final balance is due in full 3 days before the event.

PARTICIPANTS ARE THOSE PARTICIPATING IN THE ACTIVITY. ANY ADDITIONAL PARTICIPANTS (ABOVE THE HEAD COUNT FOR SELECTED PARTY PACKAGES) WILL NEED TO BE PAID FOR INDIVIDUALLY.

Please make sure to submit your participant list within 72hrs of scheduled party time if waivers are required. Waivers are required for all participants using Skyzone, Ballistics, Fields or Court.

If you are having a buffet as part of your event, we will charge for any additional participants over the given head count. Your room will be set for the exact amount of guests you provide to us, any additional chairs required will result in a charge for an additional participant for the buffet.

CANCELLATION POLICY

If the event is cancelled 30 days or more before the date of the event, the 25% deposit will be refunded. If the event is cancelled 30 days or less, the deposit will be forfeited. If the event is cancelled within 10 days of the event, the full amount paid will be forfeited.

No outside food or beverage is allowed within Epicenter Building or Epicenter Event Spaces. You will be asked to return any food and beverage items (including cakes and/or cupcakes) to your vehicle.

Glitter, Confetti, Silly String and Pinatas are not allowed, and decorations may not be taped to walls. Balloons are allowed as long as they are weighted down and removed when party is over.

Candles (excluding birthday candle) are not allowed. CO2 and/or Helium containers are not allowed. Open flames are never allowed.

Marlen Ceballos will be responsible for any additional charges, due to exceeding capacity in party suites, additional required clean up or any damages that occur during the event times in your assigned Party Suite, Event Space or attraction.

Client Signature



Slater Middle School Field Trip

Tuesday, May 27, 2025

CREDIT CARD AUTHORIZATION

ACCOUNT: Slater Middle
CONTACT: Marlen Ceballos
EMAIL: Mceballos@srcs.k12.ca.us
PHONE:
ADDRESS:

SALES MANAGER: Cheryl Valez
EMAIL: c.valez@visitepicenter.com
PHONE:
EVENT #: 44492073

Please fill in the following form to secure your reservation on Tuesday, May 27, 2025 at Poppy Bank Epicenter Sports and Entertainment. The deposit for this event is \$2,250.00 and will be charged to the card below. The remaining balance will be due 3 business days prior to Tuesday, May 27, 2025.

Credit Card Authorization Form

Credit Card Type:	
Name on Credit Card:	
Credit Card Number:	Security Code:
Expiration Date:	
Credit Card Billing Address:	
I understand that by signing this Credit Card Authorization form that this credit card will be charged in accordance with our terms.	
Cardholder's Signature:	
Print Name:	
Date:	

MICROPHONE NEEDED

Check-in will be main entrance (middle entrance) NEED 5 CHECK IN TABLES

SKY ZONE MAX CAPACITY IS 75

Water stations set up at the Sports City bar

Water Stations at SKYZONE

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Wizix Technology Group

Santa Rosa City Schools

Renew DO copiers

Upgrade 12 existing copiers with adding stapling.

6 month term

w/o stapling \$5,900.00 per month

w/stapling \$7,200.00 per month

Includes service, parts, toners and all consumables, except paper and staples for 50,000 B/W images and 1,000 color images per month.

Kyocera copiers included.

6 – 3553ci, 4 – 4053ci, 1 -2553ci and 1 406ci.

Copiers are on site.

2/03/2025