Contract Number 0000028

SANTA ROSA CITY SCHOOLS
EMBRACE • ENGAGE • EMPOWER

Board Target Date: 11/4/2026-Due to Purchasing by 10/16/26

Request for Board Approval of Contract

Vendor/Contractor/Consultant: Housing and Community Services-Recreation

Will this vendor have direct contact with students? YES If yes, we will need the vendor's mandated reporter certification.

SCHOOL SITE/DEPARTMENT USE ONLY

Select one of the following: 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):

12	2600	0	1151	1000	5800	119	ELOP	%23.00	cd
12	2600	0	1157	1000	5100	118	ELOP	%52.00	cd
12	2600	0	1157	1000	5800	118	ELOP	%25.00	cd
								%	

Funding Category: ☐ Base ☐Supplemental ☐Concentration
☒ Restricted: ELOP FUNDS ☐Other: _____

For Billing *(if applicable)*: ☒ Bill to: SRCS Billing frequency: _____

Contract is: Renewal **Contract Amount:** 180,446.00

School Site/Department: Ed Services **Number of Individuals Served:** 1,150

Approved at Site by*: _____ Date: _____

* Signature - FOR CONTRACTS ORIGINATED BY SCHOOL SITE

Departmental Approval:** Alisa Haley Date: 10/27/2026

** Signature - DISTRICT OFFICE DEPT. SIGNATURE

Contract Created by: Doris Ugarte **Phone #:** 707-890-3800

Site/Dept: Ed Services **Role:** Department Secretary

Proposed Contract Start Date: 11/23/0026 **Proposed Contract End Date:** ~~07/30/2027~~ 07/30/27

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 7-21-26

For the other form, place to attach the signed contract

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 Housing & Community Serv-Rec , hereinafter referred to as "CONTRACTOR".

1. Services.

(a) DISTRICT's Responsibilities and Duties:

[Add DISTRICT's Responsibilities and Duties]

The District will:
• Provide access to agreed-upon school facilities.
• Coordinate facility access and site logistics.

• Provide custodial support.
• Provide breakfast, lunch, and snacks for participants.
• Commit to the full partnership package outlined in this proposal.

(b) CONTRACTOR's Responsibilities and Duties:

[Add CONTRACTOR's Responsibilities and Duties]

The City will:
• Recruit, hire, train, schedule, and supervise staff.
• Cover all employee benefit costs.
• Provide program planning, supplies, equipment, and daily operations.
• Manage registration, enrollment, payroll, parent communication, and customer service.
• Provide program oversight, safety management, and evaluation.

2. Term. CONTRACTOR shall commence providing services under this CONTRACT on 11/23/2026, and will continue through 07/30/2027, 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 180,446.00. DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

[Add Compensation terms and conditions]

Program Invoice Month Invoice Amount
Fall Break Camp December 2026 $10,460
Winter Break Camp January 2027 $19,921
Spring Break Camp April 2027 $14,797
STEM Camp Aftercare July 2027 $13,008
Rec Sensation Summer Camp August 2027 $122,260
Total Annual Partnership Cost $180,446

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?):

[Develop metrics – **Describe** the metrics to be used to measure the effectiveness of services. Indicate benchmark metrics as well as the goal by the end of the contract. Data to be gathered by the CONTRACTOR and provided to the DISTRICT]

Benefits to Families
• Safe and supervised care during school closures.
• Reliable support for working families.
• Affordable recreation and enrichment opportunities.
• Opportunities for learning, social connection, and physical activity.

Benefits to Santa Rosa City Schools
• Expanded services and support for students and families.
• No District staffing, hiring, payroll, or day-to-day program management responsibilities.
• Efficient use of school facilities during non-school hours.
• Increased student engagement during school breaks and summer.
• Strengthened partnership between the City and School District.

5. 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.

6. 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.

7. 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.

8. 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.

9. 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, administrative proceedings, regulatory proceedings, damages, causes of action, liability, costs or expenses to the extent arising from or in connection with, or caused by any negligent act or omission of such indemnifying party. 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.

10. 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:

Yes (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".

Yes (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.

Yes (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.

Yes (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.

Yes (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]**

Yes (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.

(4) Proof of current mandated reporter training or complete required training before interaction with students as required by SB848 (the School Employee Misconduct: Child Abuse Prevention Act).

(5) A list of individuals who have obtained fingerprint clearance in accordance with applicable requirements.

(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.

11. 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.

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. 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.

18. 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.

19. 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:	**CONTRACTOR:**
Santa Rosa City Schools	Name: Housing and Community Services-Recreation
211 Ridgway Ave	Street: 2060 West College Avenue
Santa Rosa, CA 95401	City/State/Zip: Santa Rosa, CA 95401
707-890-3800	Phone: (707) 543-3770
kcook@srcs.k12.ca.us	Email: activityguide@srcity.org

20. 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.

21. 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.

22. 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.

23. 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.

24. 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 10/22/2026.

In signing this contract, vendor is acknowledging that the contractor or its representatives have never been convicted of a violent or serious felony, or a sex offense.

DISTRICT	**AUTHORIZED SIGNER *or* CONTRACTOR**
Signature: _____	Signature: _____
Lisa August Hulme	Print Name: _____
Associate Superintendent, Business Services	Title: _____
tmorris@srcs.k12.ca.us	Email: _____
707-890-3800 x80201	Phone: _____

SRCS Board Approved:_____

Contract Number 0000207

12/9/2026-Due to Purchasing by 11/20/26

Board Target Date: _____

Request for Board Approval of Contract

Vendor/Contractor/Consultant: Solution Tree

Will this vendor have direct contact with students? NO If yes, we will need Mandated Reporter Certification

SCHOOL SITE/DEPARTMENT USE ONLY

Select one of the following: 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 - 0500 - 0 - 1140 - 2700 - 5215 - 119 - L302 % 25 _____

01 - 0500 - 0 - 1140 - 2700 - 5215 - 249 - L302 % 25.00 _____

01 - 0500 - 0 - 1140 - 1000 - 5215 - 249 - L302 % 28.13 _____

01 - 0500 - 0 - 1140 - 1000 - 5215 - 119 - L302 % 21.87 _____

Funding Category: ☐ Base ☐ Supplemental ☐ Concentration

☒ Restricted: LCAP ☐ Other: _____

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

Contract is: New **Contract Amount:** 32,000.00

School Site/Department: Ed Services **Number of Individuals Served:** 20

Approved at Site by*: _____ Date: _____

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

Departmental Approval:** Alisa Haley Date: 11/10/2026

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

Contract Created by: Marlen Ceballos **Role:** Department Secretary

Site/Dept: Ed Services **Phone #:** 707-890-3800

Proposed Contract Start Date: 07/01/2026 **Proposed Contract End Date:** 06/30/2027

Requisition #: _____

BUSINESS SERVICES USE ONLY

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

Board Approval Date: _____

LAST REVISED ON 4-9-25

Attach Signed Vendor Contract: 1 Vendor Contract

Solution Tree
Purchase Agreement

Effective as of the last date of signature below, Solution Tree Inc. ("Solution Tree"), located at 555 N. Morton St., Bloomington, IN 47404, and Santa Rosa City Schools ("Customer"), located at 110 Stony Point Rd, Santa Rosa CA 95401, agree as follows:

1. **Purchase Summary:** Customer will purchase and Solution Tree will provide the products and services described below. Customer will provide Solution Tree with a purchase order for the full amount due under this Agreement, including any applicable taxes. All payments will be due net 30 days from actual date of invoice with all past due invoices subject to monthly finance charges as allowed by law.

Description	Payment	Expected Invoice Date
2026/27 CAPS Network Registrations: 4 Principals at $4,000.00 per Registration	$16,000	Upon execution of Agreement
2026/27 CAPS Network Registrations: 16 Teachers at $1,000.00 per Registration	$16,000	
Total	$32,000	

2. **CAPS Network Registrations:** Solution Tree will process CAPS Network Registrations upon receipt of a purchase order or full payment. Each CAPS Network Registration includes one book selected by Solution Tree and the CAPS Network presenters, access to 6 CAPS Network Cohort (the "Cohort") professional development to be scheduled throughout the academic year for the Cohort as a whole, and access to personalized feedback in a one-on-one coaching session with a CAPS Network Coach after each day of professional development.

3. **General Terms**

   3.1. **Intellectual Property:** Customer acknowledges that all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement are pre-existing and that no materials will be developed specifically for Customer. All previously owned rights will be retained, and Customer may not reproduce any materials not designated reproducible without express written permission. All audio, video, and digital recording of the services by Customer is prohibited.

   3.2. **Authorization:** Customer warrants that it has gone through all required approval and procurement processes related to a purchase of this size and that Customer's signatory has the authority to bind Customer to the terms of this Agreement.

   3.3. **Force Majeure:** If an event beyond the parties' control makes performance impossible, illegal, or commercially impracticable by preventing services from occurring as scheduled, the parties will use best efforts to reschedule or make substitutions for affected services or products. If performance is prevented entirely, neither party will have any further liability to the other party for the prevented performance. All unaffected obligations will remain in place.

3.4. Termination: Solution Tree may terminate this Agreement if Customer does not provide a purchase order at least 30 days before the first scheduled date. If Customer seeks to cancel any services within 90 days of the scheduled date for any reason but Force Majeure and Solution Tree agrees to such cancellation, Customer will reimburse Solution Tree for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit.

3.5. Contingency: This Agreement is contingent upon the Cohort reaching 100 participants. If it does not reach 100 participants, Solution Tree may terminate this Agreement.

3.6. Entire Agreement: This Agreement, any purchase orders issued pursuant to this Agreement, any RFP in place between the parties, any other written agreement executed by the parties for the same services included in this Agreement, and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Solution Tree:

By:	Lisa August Hulme		By:		
	Lisa August	Date		Jessicca Rodgers	Date
	Associate Superintendent			CA State Office Executive Director	
	Santa Rosa City Schools			Solution Tree	

Pending Board Ratification - scheduled for 11/18/26