



AGREEMENT

HCSB 2018-026

This Agreement is entered into between The School Board of Seminole County, Florida, located at 400 E. Lake Mary Blvd., Sanford, Florida 32773-7127 and The School Board of Hamilton County, Florida, (hereinafter called member district), located at 5683 US Highway 129 South, Suite 1, Jasper, Florida 32052.

WHEREAS, The School Board of Seminole County on behalf of the East Coast Technical Assistance Center (ECTAC) provides support and technical assistance to Title I and other specified Elementary and Secondary Education Act (ESEA) programs in the State of Florida; and

WHEREAS, the member district wishes to enter into an agreement with the School Board of Seminole County, Florida, for support and technical assistance regarding its Title I and other ESEA programs.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein, the parties agree as follows:

1. Term. This Agreement shall commence on the last date of approval by a party and shall terminate on June 30, 2018. Thereafter, the Agreement may be renewed for additional annual terms upon the mutual written consent of both parties.
2. Payment. The member district agrees to pay to The School Board of Seminole County, Florida, the amount of \$2,000 for services provided under this Agreement. The School Board of Seminole County, Florida, shall submit an invoice no later than July 31, 2017 and the member district shall remit payment within forty-five (45) days of the invoice date.
3. Scope. In consideration of the payment set forth in paragraph 2 above, ECTAC shall provide support and technical assistance to the Title I and other specified ESEA programs of the member district. This support and technical assistance shall include specific program activities and deliverables in support of the approved district Title I Project Applications as appropriate, and other services to be provided which are specified and attached hereto as Exhibit "A" and incorporated by reference. See also Exhibit "B", Operational Procedures incorporated herein by reference.
4. Termination. Either party may terminate this Agreement without cause upon 30 days' written notice to the other party. In the event of termination, The School Board of Seminole County, Florida, shall immediately cease providing services as described in paragraph 3 above, and the member district shall be entitled to a pro rata refund of funds paid in advance for the 2017-2018 school year, pursuant to paragraph 2 above.
5. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Florida. Any dispute with respect to this agreement is subject to the laws of Florida. Venue for any action shall be in the Circuit Court, Eighteenth Judicial Circuit, Seminole County, Florida.

6. Hold Harmless/Indemnification. Subject to the limitations of §768.28 Florida Statute, each Party to this agreement shall indemnify and hold harmless the other Party against any and all claims, suits, actions, damages, or causes of action arising out of the negligent acts of their employees, agents, or officers to the extent that such acts are performed within the scope of their employment. Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable.

7. Notice. All notices required under this Agreement shall be in writing, and shall be sent by certified mail, return receipt requested or hand delivery. Notice given in any manner shall be effective only if and when received by the party to be notified. All notices to be given to the parties shall be sent to or delivered at the addresses set forth below:

If to School Board of Seminole County:

Walt Griffin, Ed.D., Superintendent
The School Board of Seminole County, Florida
400 E. Lake Mary Blvd
Sanford, FL 32773-7127

With a copy to:

Mrs. Marjorie Murray, Director
East Coast Technical Assistance Center
400 E. Lake Mary Blvd.
Sanford, FL 32773-7127

If to member district:

Rex Mitchell, Superintendent
The School Board of Hamilton County, Florida
5683 US Highway 129 South
Jasper, FL 32052-3743

With a copy to:

Phyllis Porter, Coordinator
Special Programs
5683 US Highway 129 South
Jasper, FL 32052

By giving the other party at least fifteen (15) days written notice, each party shall have the right to change its address and the name of its representative for notice purposes.

8. Entire Agreement. This Agreement constitutes the entire Agreement between the parties with respect to the matters covered by this Agreement. All prior negotiations, representations, and agreements not incorporated in this Agreement are canceled. This Agreement can be modified or amended only by a written document duly executed by the parties or their duly appointed representatives.

9. Authorization. Each party warrants and represents with respect to itself that neither the execution of this Agreement nor the performance of its obligations under this Agreement shall violate any legal requirement or other commitment or restriction to which it is a party or by which it is bound. Each party also warrants and represents, with respect to itself, that the execution of this Agreement and the performance of its obligations under this Agreement shall not require any consent, vote, or approval which has not been obtained, or at the appropriate time shall not have been given or obtained. Each party agrees that it has or will continue to have throughout the term of this Agreement the full right and authority to enter into this Agreement and to perform its obligations. Upon written request, each

party agrees to supply the other party with evidence of its full right and authority.

10. Access and Retention of Documents. Each party will, upon request, provide access to the other party, the Federal Grantor agency, the Comptroller General of the United States or any of their duly authorized representatives, to any books, documents, papers and records which are directly related to this project. Both parties to this Agreement will retain all records related to the services provided pursuant this Agreement, for five (5) years after the member district has made final payments and all other matters between the parties in connection with this Agreement, are closed. Further, both parties agree to comply with s.119.0701, F.S., as applicable.

11. Copyrights. The parties are hereby notified that the federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes: the copyright in any work developed under a grant, subgrant, or agreement under a grant or subgrant; and, any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support. Furthermore, the parties agree that The School Board of Seminole County, Florida, has the right to make copies of any materials, whether in tangible or electronic means or media, that are delivered under the provisions of this Agreement for use within The School District of Seminole County, Florida for purposes related to The School Board of Seminole County, Florida, business, operations, the delivery of the educational program or to comply with the requirements of law, rule, policy or regulation.

12. Debarment. By signing this Agreement, the parties certify, to the best of their knowledge and belief, that they and their principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by a federal department or agency.

(b) Have not, within the preceding five (5) year period, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or agreement under public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

(c) Are not presently indicted or otherwise criminally charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in the preceding paragraph (b).

(d) Have not within the preceding five (5) year period had one (1) or more public transactions (federal, state or local) terminated for cause or default.

(e) Are not presently, nor have been within the last three (3) years, listed on the convicted vendor list.

The parties agree to notify each other within thirty (30) days after the occurrence of any of the events, actions, debarments, proposals, declarations, exclusions, convictions, judgments, indictments, informations, or terminations as described in paragraphs (a) – (e) above, with respect to the parties or their principals.

13. IF THE MEMBER DISTRICT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE MEMBER DISTRICT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, CAROLYN BEDSOLE, MANAGER, IS PROJECT MANAGEMENT AT 407-320-0466, carolyn_bedsole@scps.k12.fl.us, THE SCHOOL BOARD OF SEMINOLE COUNTY, FLORIDA, 400 EAST LAKE MARY BLVD., SANFORD, FLORIDA 32773.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first set forth above.

**THE SCHOOL BOARD OF
SEMINOLE COUNTY, FLORIDA:**

By: *Amy L. Lockhart*
Amy Lockhart, Chairman

Date Approved: *April 18, 2017*

ATTEST:

By: *Walt Griffin*
Walt Griffin, Ed.D., Superintendent

**THE SCHOOL BOARD OF
HAMILTON COUNTY, FLORIDA:**

By: *Johnny Bullard*

Print Name: *Johnny Bullard*

Title: *Chairman*

Date: *7/17/17*

ATTEST:

By: *Rex L. Mitchell*

Print Name: *Rex L. Mitchell*

Title: *Superintendent*

CJO 8/14/17
Reviewed & Approved Date:
Cheryl Olson, Director of Purchasing

EXHIBIT A

ECTAC TECHNICAL ASSISTANCE SERVICES

The purpose of the East Coast Technical Assistance Center is to:

- assist in closing the academic achievement gap in Florida by providing technical assistance to member school districts regarding selective programs contained in the Elementary and Secondary Education Act (ESEA) and
- maintain a network of school districts that collaborate on the implementation of selective ESEA programs.

The selective ESEA programs are:

1. Title I, Part A
2. Title I, Part C
3. Title I, Part D
4. Other grant funded programs as they interact with Title I.

The services include assisting member school districts in:

1. the development and implementation of Title I programs consistent with the requirements of The Elementary and Secondary Education Act (ESEA) and Differentiated Accountability.
2. the administration of Title I, and building the capacity of Title I district administrators and key staff in the understanding of appropriate laws, rules, regulations, guidance, policies, and best practices through periodic professional development meetings and activities.
3. the development and implementation of Title I plans, project applications, and amendments to include schoolwide, targeted assistance, nonpublic, migrant, neglected and delinquent, school improvement, and others as requested.
4. effectively utilizing Title I resources, and other resources in the school improvement/school reform process.
5. the implementation of effective instructional strategies and educational best practices identified in scientifically based research.
6. building capacity for the effective engagement of families in the education of their children.
7. networking with high performing/high poverty schools across the state for the purpose of sharing effective practices.
8. accessing other collaborative service providers, such as ESCORT, the Bureau of Federal Educational Programs, the Grants Management Office, No Child Left Behind Office (NCLB), other Bureaus and Offices at the Florida Department of Education (FLDOE), Florida Association of State and Federal Education Program Administrators (FASFEPA), National Association of Federal Education Program Administrators (NAFEPA), as well as other offices and organizations.
9. advocating for the needs of the Local Educational Agencies (LEAs).
10. other areas as necessary.

EXHIBIT B OPERATING PROCEDURES

The name of the Center will be the East Coast Technical Assistance Center (ECTAC). The Center may change its name by a simple majority vote of the membership.

Purpose:

The purpose of the East Coast Technical Assistance Center is to:

- assist in closing the academic achievement gap in Florida by providing technical assistance to member school districts regarding selective programs contained in the Elementary and Secondary Education Act (ESEA) and
- maintain a network of school districts that collaborate on the implementation of selective ESEA programs.

Members:

Membership in ECTAC will be open to all school districts in Florida.

Advisory Board:

An Advisory Board will guide the proper development, approval, and execution of the operation of ECTAC.

Advisory Board Members:

The Advisory Board will be composed of five (5) administrators that are representative of small, medium, and large school districts comprising the organization. Board members receive no compensation for their services. The number of Board members may be increased by vote of the general membership but will never be less than five (5).

Election and Term of Advisory Board Members:

Election of Advisory Board members will occur annually and prior to the last quarterly meeting of the membership. Board members will be elected by a simple majority vote of the membership. The terms are for two (2) years.

Vacancies will be filled by simple majority vote of the membership for the unexpired term. A Board member elected to fill a vacancy will be elected for the unexpired term of his/her predecessor in office and will serve until his/her successor is elected.

A Board member may be removed by a simple majority vote of the membership, at any regularly scheduled or special meeting of the membership, whenever in its judgment the best interests of the organization would be served thereby.

A Board member may resign from the Board at any time by giving notice in writing to the Board at least thirty (30) days before such resignation. No acceptance of such resignation will be necessary

to make it effective.

Quorum of the Advisory Board:

A simple majority of the Advisory Board members will constitute a quorum for the transaction of business. The act of a simple majority of Advisory Board members present at a meeting at which a quorum is present will be the act of the Board. Each Advisory Board member will have one vote and no proxy will be allowed.

Meetings of the Board:

An annual meeting will be held once a year at a time and location set by the Advisory Board, with additional meetings scheduled as needed. Minutes of the meetings will be shared with general membership.

Action may be taken by the Advisory Board without a meeting if a simple majority of the Board members consent in writing through fax, mail, or by electronic mail to the action. Such actions will be filed with the Board minutes.

Absence of Board Members:

Each Board member is expected to communicate in advance of all Board meetings stating whether or not he/she is able to attend or participate by conference telephone or other agreed-upon means of communication. Any Board member who is absent from three (3) successive Board meetings will be deemed to have resigned due to non-participation, and his/her position will be declared vacant, unless the Board affirmatively votes to retain that member.

Fiscal Year:

The fiscal year of the organization will be aligned July 1 to June 30.

Fiscal Agent:

The School Board of Seminole County, Florida, (SBSC) is the fiscal agent for ECTAC. All employees of ECTAC are employees of SBSC. The interview committees for vacant ECTAC positions will have representation from an ECTAC member district.

Travel will be approved by the fiscal agent to ensure ECTAC staff travel to member districts as well as attend events, meetings, and/or conferences that will benefit the purpose of ECTAC.

SBSC assures that the operation of ECTAC will be excluded from any freeze on vacant positions or travel restrictions that might be imposed by SBSC due to budget shortfalls.

SBSC will charge the ECTAC budget an administrative fee equal to the SBSC approved indirect cost rate. Any additional administrative charges must be requested through and approved by the ECTAC Advisory Board. Other than the administrative fee described above, the ECTAC budget will be used solely for ECTAC purposes. ECTAC will provide an annual budget report to ECTAC member districts.

Agreement:

An agreement for ECTAC services will be executed annually with ECTAC member districts. The agreement will include attachments of the description of services and operating procedures.

Website:

An ECTAC website will be established and maintained to provide school districts with information that will facilitate the implementation of Title I program services.

Representation in State and National Organizations, Committees, and Meetings:

The ECTAC Director will represent ECTAC member districts in state and national organizations, committees, and meetings as appropriate.

ECTAC Funding Structure - School Year 2017-2018

	District	2015-2016	Annual Fee
1	GLADES	985	500
2	HAMILTON	1377	2,000
3	UNION	1901	2,000
4	WAKULLA	2807	2,000
5	BRADFORD*	2987	2,000
6	BAKER	2987	2,000
7	FLORIDA VIRTUAL**	3040	2,000
8	DESOTO	4009	4,000
9	HARDEE	4225	4,000
10	MONROE	4240	4,000
11	SUMTER**	5135	4,000
12	OKEECHOBEE**	5274	6,000
13	NASSAU**	5655	6,000
14	HENDRY	6933	8,000
15	MARTIN	7858	8,000
16	FLAGLER	8112	8,000
17	COLUMBIA	8131	8,000
18	ST. JOHNS	8591	8,000
19	PUTNAM	9029	8,000
20	HIGHLANDS	9587	8,000
21	CITRUS**	10177	8,000
22	CHARLOTTE	10266	12,000
23	INDIAN RIVER	11172	12,000
24	HERNANDO	15014	12,000
25	ALACHUA	18476	12,000
26	SARASOTA	20884	12,000
27	LEON	21198	12,000
28	ESCAMBIA	25650	12,000
29	LAKE	26475	12,000
30	ST. LUCIE	26705	12,000
31	COLLIER	29661	12,000
32	SEMINOLE	33116	16,000
33	MANATEE	34004	16,000
34	VOLUSIA	40963	16,000
35	BREVARD	39477	16,000
36	PASCO	40229	16,000
37	OSCEOLA	50107	16,000
38	PINELLAS	67418	18,000
39	LEE	75846	18,000
40	POLK	86664	18,000
41	PALM BEACH	113831	18,000
42	HILLSBOROUGH***	130484	9,500
43	ORANGE	137085	18,000
44	BROWARD*	169065	22,000

Eligibility numbers are based on the FDOE 2015-2016 Survey 3 Data Report. If the district is CEP, either the CEP multiplier or prior baseline was applied.

Due to the uncertainty surrounding HB7069, membership fees will remain at the FY 16-17 levels, except for those districts that joined mid-year and had pro-rated fees.

# Eligible for Free/Reduced Lunch	
up to 1,000	500
1,001-3,000	2,000
3,001-5,000	4,000
5,001-10,000	8,000
10,001-30,000	12,000
30,001-60,000	16,000
60,001-150,000	18,000
150,000 +	22,000

*Districts that had a pro-rated fee in 16-17 due to new membership

** Districts held at 16-17 fee rate

***Reduced membership rate due to leadership responsibilities in the ECTAC Evaluation workgroup (approved by ECTAC Advisory Board)