

BOARD OF TRUSTEES
AGENDA

| | | |
|-----------------------------------|---|----------------------------------|
| <input type="checkbox"/> Workshop | <input checked="" type="checkbox"/> Regular | <input type="checkbox"/> Special |
|-----------------------------------|---|----------------------------------|

(A) Report Only Recognition

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

(B) Action Item

Presenter(s): SAMUEL MIJARES, ASST. SUPT. FOR C & I

Briefly describe the subject of the report or recognition presentation.

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE CONTRACTS FOR PROGRAMS AND STAFF DEVELOPMENT FOR ADMINISTRATORS, TEACHERS, AND OTHER CLASSIFIED STAFF FOR SCHOOL YEAR 2013-2014.

(C) Funding Source: Identify the course of funds if any are required

(D) Clarification: Explain any question or issues that might be raised regarding this item.



Eagle Pass Independent School District

ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION

October 30, 2013

TO: **Gilberto Gonzalez, Superintendent**

FROM: Samuel Mijares,
Assistant Superintendent for Curriculum & Instruction

RE: Staff Development Contracts

Attached please find Staff Development and Service Contracts to be submitted for approval at the next School Board Meeting. A summary with a description of each is also attached.

1. My SciLEARN, Inc. – Teachers in grades 2-5
2. NCS Pearson – Lab managers, Literacy Specialists, Instructional Officers
3. SDE - Teachers in grades 1-7
4. The Writing Academy – Teachers, Grade 4

If you have any questions, do not hesitate to contact me at extension 1011.

SM/lcm

EAGLE PASS INDEPENDENT SCHOOL DISTRICT

1420 EIDSON ROAD • EAGLE PASS, TEXAS 78852 • 830/773-5181

CONSULTANT CONTRACT

This contract is entered into by and between Scientific Learning Corporation, 300 Frank H. Ogawa Plaza, Suite 600, Oakland, CA 94612-2040 Tel: 1-510-444-3500 Fax: 1-510-444-3560

(Name and Address)

hereinafter referred to as "Contractor" and the Eagle Pass Independent School District, a Texas political subdivision, hereinafter referred to as "District" on this the 11 day of November, 2013.

1. The purpose of this Agreement is to set out the responsibilities of the parties hereto regarding the professional services to be rendered by contractor to District. District agrees to engage Contractor, and Contractor agrees to perform and/or provide the following services:

Additional on-site services

Reading Assistant Program Subscription by Scientific Learning

MySciLEARN Program

2. Contractor will perform the services set forth herein in a timely and professional manner and to the District's satisfaction.
3. In exchange for the Contractor's services, District will pay Contractor a fee of \$15,225.31 **per hour/per day/flat fee** (circle one). The total fee is not to exceed \$15,225.31. Any reimbursement for travel, meals, and lodging or other expenses will be in accordance with District policies and must be accompanied by appropriate receipts. Contractors will not be paid in advance of performing or providing the services. Invoices must be addressed to the Accounts Payable Dept. at the above address. Notwithstanding payment by the District pursuant to an approved invoice, the District reserves the right to audit said Agreement and the services rendered hereunder and to adjust said sum if incorrect or improper. Contractor agrees to refund to District any sums improperly or incorrectly paid Contractor upon notice of same by District. Payment on a properly submitted invoice will be made in accordance with the District disbursement payment schedule.
4. The contract will be effective on the 15th day of November, 2013, and will expire on the 15th day of November, 2014, unless sooner terminated as provided herein.
5. This contract may be terminated by the District without cause at any time and Contractor agrees to conclude services upon notification by District that Agreement has been terminated. Either District or Contractor may terminate this contract for convenience after giving the other party thirty (30) days advance written notice. Either District or Contractor may terminate this contract effective immediately for breach of any provision herein provided the non-breaching party gives the breaching party written notice of the breach and thirty (30) days to cure such breach. District may terminate this contract effective at the end of its fiscal year if funds are not appropriated for this contract for the ensuing fiscal year. If this contract is terminated for convenience, District will pay Contractor a prorated share of fees Contractor has earned up to the effective date of termination.
6. Contractor is not an employee of the District and is not entitled to fringe benefits. Furthermore, District will not deduct federal income taxes, FICA or any other funds required to be deducted by an employer as this is the responsibility of the Contractor. Contractor is an independent contractor, and District and Contractor have not entered into a joint venture or partnership in providing the services herein.

STAFF DEVELOPMENT RECOMMENDATION

TITLE OF TRAINING:

Reading Assistant Web-Based Program
One Year - Limited Term Subscription

DESCRIPTION:

The "Reading Assistant" is a web-based software program designed for the development of comprehension and fluency for students. The program involves the listening of authentic stories or literature through its auditory feature. It also includes a voice recognition feature that provides assistance to students that cannot pronounce words and a picture dictionary that provides support for unknown vocabulary. Students listen to stories multiple times and take mastery tests that include comprehension questions.

DEPARTMENT/ DIRECTOR:

Migrant Department- Rodolfo Musquiz, Migrant Services Coordinator

TARGETED AUDIENCE:

The "Reading Assistant Program" will be implemented in south side schools that contain a high percentage of migrant students. The program addresses struggling and low performing readers in grades 2nd – 5th. Priority is given to students identified with low DRA reading levels and in need of Tier II and III reading interventions. The program will be used during day, after school, and on Saturdays at Rosita Valley Elementary, Sam Houston Elementary, Perfecto Mancha Elementary, Benavides Heights, and Ray Darr Elementary.

RATIONALE:

The program addresses the need to provide supplemental learning opportunities for special populations such as children of migratory families. The intent is to provide unique learning experiences in order to close achievement gaps and minimize the impact of interrupted schooling for migrant children who arrive late and withdraw early from school. The program focuses on increasing fluency reading rates through continued

Scientific Learning Inc. “Reading Assistant “

INSTRUCTIONAL SOFTWARE PRODUCT

The Reading Assistant Program is designed to be used with beginning readers, English language learners, and struggling readers who have obtained basic word recognition and decoding skills and are now building on their vocabulary, fluency, and comprehension. The primary feature is a *Speech Recognition System* which allows for students to speak into a microphone as they read aloud and receive instant feedback on mispronounced words. The program can be used with students in first grade through fifth grade. The program is considered an effective tool to implement with Response to Intervention Programs (RTI) for all student tiers.

The program provides for increased print exposure and continuous reading practice for students. The Reading Assistant Program builds fluency by providing the following system features:

- **Models:** each selection contains a fluent audio feature; students listen to passages
- **Pronunciation:** the program intervenes with pronunciation if a student needs it
- **Oral Practice:** students read aloud each passage a minimum of two times
- **Review:** the program highlights words the student mispronounces
- **Review:** the program reports words correct per minute

The Reading Assistant builds vocabulary knowledge through its audible syllabication feature and a built in glossary that enables the reader to click on underlined words at the moment they encounter an unknown word to hear the pronunciation and hear its dictionary meaning. Included in the glossary feature are picture representations for each unknown word.

The Reading Assistant supports comprehension through a variety of expository reading passages that focus on science and social studies and narrative literature selections. Students are automatically placed in appropriate content level reading passages through the administration of the SLC’s Reading Progress Indicator. In some cases, teachers can manually place the students at their appropriate reading level based on school diagnostic test results. Students are assessed by taking quizzes after each selection to assess mastery of each selection. The embedded quiz questions assess four levels of knowledge: literal, inferential, evaluative, and analytical.

EAGLE PASS INDEPENDENT SCHOOL DISTRICT

1420 EIDSON ROAD • EAGLE PASS, TEXAS 78852 • 830/773-5181

CONSULTANT CONTRACT

This contract is entered into by and between NCS Pearson- 3075 W Ray Rd, Mail Stop 220;
Chandler, AZ 85226 Phone: 888-977-7900 Fax: 801-751-3149 Email: fieldoperations@pearson.com
(Name and Address)

hereinafter referred to as "Contractor" and the Eagle Pass Independent School District, a Texas political subdivision, hereinafter referred to as "District" on this the 17 day of October, 2013.


1. The purpose of this Agreement is to set out the responsibilities of the parties hereto regarding the professional services to be rendered by contractor to District. District agrees to engage Contractor, and Contractor agrees to perform and/or provide the following services:
The professional development will build capacity in our lab managers, instructional officers, and literacy specialists, in customizing and providing differentiated instruction in the lab setting to all learners and in report analysis to drive daily instruction.
2. Contractor will perform the services set forth herein in a timely and professional manner and to the District's satisfaction.
3. In exchange for the Contractor's services, District will pay Contractor a fee of \$ 5,100.00 **per hour/per day/flat fee** (circle one). The total fee is not to exceed \$ 5,100.00. Any reimbursement for travel, meals, and lodging or other expenses will be in accordance with District policies and must be accompanied by appropriate receipts. Contractors will not be paid in advance of performing or providing the services. Invoices must be addressed to the Accounts Payable Dept. at the above address. Notwithstanding payment by the District pursuant to an approved invoice, the District reserves the right to audit said Agreement and the services rendered hereunder and to adjust said sum if incorrect or improper. Contractor agrees to refund to District any sums improperly or incorrectly paid Contractor upon notice of same by District. Payment on a properly submitted invoice will be made in accordance with the District disbursement payment schedule.
4. The contract will be effective on the 17 day of October, 2013, and will expire on the 5 day of June, 2014, unless sooner terminated as provided herein.
5. This contract may be terminated by the District without cause at any time and Contractor agrees to conclude services upon notification by District that Agreement has been terminated. Either District or Contractor may terminate this contract for convenience after giving the other party thirty (30) days advance written notice. Either District or Contractor may terminate this contract effective immediately for breach of any provision herein provided the non-breaching party gives the breaching party written notice of the breach and thirty (30) days to cure such breach. District may terminate this contract effective at the end of its fiscal year if funds are not appropriated for this contract for the ensuing fiscal year. If this contract is terminated for convenience, District will pay Contractor a prorated share of fees Contractor has earned up to the effective date of termination.
6. Contractor is not an employee of the District and is not entitled to fringe benefits. Furthermore, District will not deduct federal income taxes, FICA or any other funds required to be deducted by an employer as this is the responsibility of the Contractor. Contractor is an independent contractor, and District and Contractor have not entered into a joint venture or partnership in providing the services herein.



EAGLE PASS INDEPENDENT SCHOOL DISTRICT

"Create Opportunities for Tomorrow's Leaders to Succeed"

MEMORANDUM

TO: Gilberto Gonzalez, Superintendent
FROM: Norma R. Serna, School Improvement Director 
SUBJECT: Request to Approve NCS Pearson Contract
DATE: October 16, 2013
CC: Samuel Mijares, Asst. Superintendent C&I

I am submitting the attached NCS Pearson contract for School Board consideration and approval.

NCS Pearson consultant proposes to train our Computer Lab Managers, Instructional Officers, and Literacy Specialists on the Successmaker program.

The training focuses on:

- building customized lessons to provide differentiated instruction for every learner, and
- report analysis to drive daily instruction

This contract includes three days of professional development. One full day for Computer Lab Managers, one half day session for Instructional officers, one half day session for Literacy Specialists, and one full day is designated for a follow-up training.

Your consideration is greatly appreciated. Should you have any questions, please do not hesitate to contact my office.

Approved: _____


Samuel Mijares, Assistant Superintendent for C&I

STAFF DEVELOPMENT RECOMMENDATION

TITLE OF TRAINING:

Successmaker - Full Curriculum Best Practices

DESCRIPTION:

- Customize lessons to provide differentiated instruction for every learner.
- Report analysis to drive instruction.

DEPARTMENT/ DIRECTOR:

Curriculum & Instruction

TARGETED AUDIENCE:

Lab Managers, Instructional Officers, and Literacy Specialists.

RATIONALE:

The professional development will build capacity in our lab managers, instructional officers, and literacy specialists, in customizing and providing differentiated instruction in the lab setting to all learners and in report analysis to drive daily instruction.

EAGLE PASS INDEPENDENT SCHOOL DISTRICT

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CONSULTANT CONTRACT

This contract is entered into by and between SDE Staff Development for Educators, P.O. Box 577 Peterborough, NH 03458

(Name and Address)

hereinafter referred to as "Contractor" and the Eagle Pass Independent School District, a Texas political subdivision, hereinafter referred to as "District" on this the 29th day of October, 2013.

1. The purpose of this Agreement is to set out the responsibilities of the parties hereto regarding the professional services to be rendered by contractor to District. District agrees to engage Contractor, and Contractor agrees to perform and/or provide the following services:

Two Day Training

Implementing Literacy Centers

Designing Effective Reading Programs

2. Contractor will perform the services set forth herein in a timely and professional manner and to the District's satisfaction.
3. In exchange for the Contractor's services, District will pay Contractor a fee of \$ 7,050.00 **per hour/per day/flat fee** [circle one]. The total fee is not to exceed \$ 7,050.00. Any reimbursement for travel, meals, and lodging or other expenses will be in accordance with District policies and must be accompanied by appropriate receipts. Contractors will not be paid in advance of performing or providing the services. Invoices must be addressed to the Accounts Payable Dept. at the above address. Notwithstanding payment by the District pursuant to an approved invoice, the District reserves the right to audit said Agreement and the services rendered hereunder and to adjust said sum if incorrect or improper. Contractor agrees to refund to District any sums improperly or incorrectly paid Contractor upon notice of same by District. Payment on a properly submitted invoice will be made in accordance with the District disbursement payment schedule.
4. The contract will be effective on the 14th day of December, 2013, and will expire on the 15th day of December, 2013, unless sooner terminated as provided herein.
5. This contract may be terminated by the District without cause at any time and Contractor agrees to conclude services upon notification by District that Agreement has been terminated. Either District or Contractor may terminate this contract for convenience after giving the other party thirty (30) days advance written notice. Either District or Contractor may terminate this contract effective immediately for breach of any provision herein provided the non-breaching party gives the breaching party written notice of the breach and thirty (30) days to cure such breach. District may terminate this contract effective at the end of its fiscal year if funds are not appropriated for this contract for the ensuing fiscal year. If this contract is terminated for convenience, District will pay Contractor a prorated share of fees Contractor has earned up to the effective date of termination.
6. Contractor is not an employee of the District and is not entitled to fringe benefits. Furthermore, District will not deduct federal income taxes, FICA or any other funds required to be deducted by an employer as this is the responsibility of the Contractor. Contractor is an independent contractor, and District and Contractor have not entered into a joint venture or partnership in providing the services herein.



Memorandum

To: Gilbert Gonzalez, Superintendent

From: Rodolfo Musquiz, Migrant Services Coordinator *R.M.*

Date: October 29, 2013

RE: REQUEST TO APPROVE STAFF DEVELOPMENT

At this time we would like to request the approval of staff development trainings that have been scheduled for 1st – 3rd and 3rd - 5th grade classroom teachers. The trainings are part of the current district initiative to support campuses on areas of improvement based on the current district ratings for NCLB Programs through the Performance Based Monitoring and Analysis System (PBMAS).

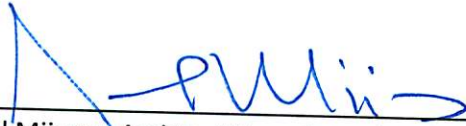
The intent of the Migrant Program is to provide instructional support in critical components of instruction that impact migrant students classified as LEP, Special Ed., and are identified as struggling readers under the Three Tier Model. (II & III)

The following are the topics being addressed:

- Implementing Literacy Centers Day: 1
- Designing Effective Reading Programs Day: 2

The two day training sessions will focus on providing assistance to those grade levels identified with low performing readers in accordance with state assessments and local reading diagnostic assessments (DRA / I-Station). Designated teachers, grade level chairs, and curriculum administrators will be scheduled to attend at the discretion of the school principal. Both trainings will be provided by Staff Development for Educators Inc.

Thank you for your time and attention to this matter.

Approved: 
Samuel Mijares, Assistant Superintendent for Curriculum & Instruction

STAFF DEVELOPMENT RECOMMENDATION

TITLE OF TRAINING:

Implementing Literacy Centers
“ Designing Effective Reading Programs “

DESCRIPTION:

The training will provide extensive knowledge on how to design and implement an effective reading program in the classroom. Specific instructional components will be discussed such as the delivery of direct instruction, small group instruction, use of literacy centers, managing centers, providing interventions, and the use of effective resources.

Specific strategies and methods will be discussed and guidance will be provided on how to effectively design a program that is appropriate for all struggling readers and on how to incorporate differentiated instruction to address Tier II and III students. Teachers will learn how to engage students in meaningful activities and lessons that lead to high levels of Reading Comprehension.

Emphasis will be given to the following Reading Components:

- Comprehension
- Fluency Development
- Vocabulary Development

DEPARTMENT/ DIRECTOR:

Migrant Department- Rodolfo Musquiz, Migrant Services Coordinator

TARGETED AUDIENCE:

The trainings will address specific schools in our district with a high percentage of migrant students and teachers in grades 1st – 5th will be assigned to attend at the discretion of the campus principal. The purpose of the trainings is to provide additional support for teachers working with at-risk migrant students that experience difficulties in reading due to continued interruptions in their schooling. The following elementary schools will take part in the training session: Rosita Valley, Sam Houston, Ray Darr, Henry B. Gonzalez, Perfecto Mancha, Benavidez Heights, Seco Mines, and Pete Gallego.

RATIONALE:

The intent of the training is to address the current low performing areas identified through TEA under its Performance Based Monitoring and Analysis rating system. The staff development will provide needed support for teachers working with struggling readers and will assist in the closing of achievement gaps among our special populations in our district. As per our Migrant Needs Assessment, priority has been given to those campuses indicating low performance on their Reading -STAAR results in grades 3rd – 6th.

Staff Development for Educators Inc.

Consultant: Laureen Reynolds

Laureen is an experienced classroom teacher and bestselling author of more than a dozen teacher resource books focusing on best classroom practices, differentiating instruction, utilizing technology across the curriculum, and increasing student success through literacy instruction. She takes pride in offering teachers practical ideas, tips for technology integration, engaging activities, and management techniques designed to increase students' interest and independence in learning. Laureen speaks and presents at state and national events and works onsite with educators across the country.

Other Presentations and Trainings:

- The Successful New Teacher
- Differentiating Reading Instruction
- Reaching Reluctant Readers
- Teacher High Order Thinking Skills with Great Books

Publications:

- Centers Made Simple
- Poems for Math Practice
- Simple Steps to SMART Success
- Hands on Strategies for RTI Language Arts

EAGLE PASS INDEPENDENT SCHOOL DISTRICT

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CONSULTANT CONTRACT

This contract is entered into by and between SDE Staff Development for Educators, P.O. Box 577 Peterborough, NH 03458

(Name and Address)

hereinafter referred to as "Contractor" and the Eagle Pass Independent School District, a Texas political subdivision, hereinafter referred to as "District" on this the 28th day of October, 2013.

1. The purpose of this Agreement is to set out the responsibilities of the parties hereto regarding the professional services to be rendered by contractor to District. District agrees to engage Contractor, and Contractor agrees to perform and/or provide the following services:

Two Day Training

The Writing Process: Six Traits Writing

2. Contractor will perform the services set forth herein in a timely and professional manner and to the District's satisfaction.
3. In exchange for the Contractor's services, District will pay Contractor a fee of \$ 6,300.00 **per hour/per day/flat fee** [circle one]. The total fee is not to exceed \$ 6,300.00. Any reimbursement for travel, meals, and lodging or other expenses will be in accordance with District policies and must be accompanied by appropriate receipts. Contractors will not be paid in advance of performing or providing the services. Invoices must be addressed to the Accounts Payable Dept. at the above address. Notwithstanding payment by the District pursuant to an approved invoice, the District reserves the right to audit said Agreement and the services rendered hereunder and to adjust said sum if incorrect or improper. Contractor agrees to refund to District any sums improperly or incorrectly paid Contractor upon notice of same by District. Payment on a properly submitted invoice will be made in accordance with the District disbursement payment schedule.
4. The contract will be effective on the 2nd day of December, 2013, and will expire on the 3rd day of December, 2013, unless sooner terminated as provided herein.
5. This contract may be terminated by the District without cause at any time and Contractor agrees to conclude services upon notification by District that Agreement has been terminated. Either District or Contractor may terminate this contract for convenience after giving the other party thirty (30) days advance written notice. Either District or Contractor may terminate this contract effective immediately for breach of any provision herein provided the non-breaching party gives the breaching party written notice of the breach and thirty (30) days to cure such breach. District may terminate this contract effective at the end of its fiscal year if funds are not appropriated for this contract for the ensuing fiscal year. If this contract is terminated for convenience, District will pay Contractor a prorated share of fees Contractor has earned up to the effective date of termination.
6. Contractor is not an employee of the District and is not entitled to fringe benefits. Furthermore, District will not deduct federal income taxes, FICA or any other funds required to be deducted by an employer as this is the responsibility of the Contractor. Contractor is an independent contractor, and District and Contractor have not entered into a joint venture or partnership in providing the services herein.



MIGRANT DEPARTMENT

MEMORANDUM

TO: Gilbert Gonzalez, Superintendent

FROM: Rodolfo Musquiz, Migrant Services Coordinator *R.M.*,

DATE: October 28, 2013

RE: REQUEST TO APPROVE STAFF DEVELOPMENT

At this time we would like to request the approval of staff development trainings that have been scheduled for 3rd - 4th and 6th - 7th grade classroom teachers. The trainings are part of the current district initiative to support campuses on areas of improvement based on the current district ratings for NCLB Programs through the Performance Based Monitoring and Analysis System (PBMAS).


The intent of the Migrant Program is to provide instructional support in critical components of instruction that impact migrant students classified as LEP, Special Ed., and are identified as struggling learners due to their migratory lifestyle.

The following are the topics being addressed:

- The Writing Process
- The Six Traits of Writing

The two day training sessions will focus on providing assistance to those grade levels where the STAAR exam is administered annually (4th & 7th). Designated teachers, grade level chairs, and curriculum administrators will be scheduled to attend at the discretion of the school principal. Both trainings will be provided by Staff Development for Educators Inc.

Thank you for your time and attention to this matter.

Approved: 
Samuel Mijares, Assistant Superintendent for Curriculum & Instruction

STAFF DEVELOPMENT RECOMMENDATION

TITLE OF TRAINING:

The Writing Process: Six-Traits of Writing

DESCRIPTION:

The training will focus on providing in depth knowledge on the writing process. Emphasis will be placed on the pre-writing phase and the generating of ideas through thought provoking exercises. Specific strategies will be presented on how to lead students into creating detailed compositions that include interesting content, elaboration of ideas, improved sentence structure, and the use of reasons and examples to support main points.

A major part of the training will involve an overview of the Six Traits in writing that should be taught in the classroom. Teachers will understand what is contained in high quality compositions and how to lead students in the development process. Attention will be given to the critical components of writing which include the following: generating of ideas, organization, elaboration, sentence structure, voice, coherence, and other important elements involved in effective writing.

DEPARTMENT/ DIRECTOR:

Migrant Department- Rodolfo Musquiz, Migrant Services Coordinator

TARGETED AUDIENCE:

The staff development will address the needs of teachers teaching in grades 3rd - 4th and 7th - 8th that teach the writing process in the classroom. Teachers, grade level chairs, and instructional officers will attend the training. Campus principals will have the option of designating specific teaching staff to attend the training. The training will address the following campuses with a high percentage of migrant students: Rosita Valley, Sam Houston, Henry B. Gonzalez, Ray Darr, Perfecto Mancha, Benavidez Heights, Seco Mines, Pete Gallego, and Memorial Jr. High.

RATIONALE:

The intent of the training is to address the current low performance areas identified through TEA under its Performance Based Monitoring and Analysis rating system. The training will provide support and preparation for teachers in addressing the academic needs of our Special Populations at specific schools. Priority will be given to those campuses with a high concentration of migrant students and those indicating low performance among our migrant students on the Writing portion of our STAAR Assessment in grades 4th and 7th.

Staff Development for Educators Inc.

Consultant: Ron Coniglio

Ron Coniglio has over 25 years of classroom experience in teaching Language Arts / Writing and has taught high school, middle school, and elementary school students. His award winning style has been spotlighted not only at the regional and state level, but also on the national education stage. As a presenter, he is known for his ability to take ideas and translate them into meaningful, practical, and inspirational examples of learning for teachers. His primary focus is to provide teachers with the tools and methods needed to be effective in the teaching of the primary elements of writing. His techniques involve hands-on approaches in his workshops where teachers are engaged and learn through actual writing activities.

The following are other topics and presentations that are offered by the consultant:

- **Differentiating Your Writing Instruction**
- **Improved Writing Achievement**
- **Dynamic Dialogue**
- **The Reading & Writing Connection**

EAGLE PASS INDEPENDENT SCHOOL DISTRICT

1420 EIDSON ROAD • EAGLE PASS, TEXAS 78852 • 830/773-5181

CONSULTANT CONTRACT

This contract is entered into by and between The Writing Academy, 902 Marina Bay Dr., Kemah, TX 77565
(Name and Address)

hereinafter referred to as "Contractor" and the Eagle Pass Independent School District, a Texas political subdivision, hereinafter referred to as "District" on this the 28th day of October, 2013.

1. The purpose of this Agreement is to set out the responsibilities of the parties hereto regarding the professional services to be rendered by contractor to District. District agrees to engage Contractor, and Contractor agrees to perform and/or provide the following services:
November 19, 2013 – 4th Grade teachers (or 3-4) STAAR Narrative Teacher In-service
November 20, 2013 – 4th Grade Teachers (or 3-5) STAAR Expository Teacher In-service
November 21, 2013 – 4th Grade Teachers (or 3-5) STAAR Pitfalls Narrative and Expository
2. Contractor will perform the services set forth herein in a timely and professional manner and to the District's satisfaction.
3. In exchange for the Contractor's services, District will pay Contractor a fee of \$ 6,720.00 **per hour / per day / flat fee** [circle one]. The total fee is not to exceed \$ _____. Any reimbursement for travel, meals, and lodging or other expenses will be paid in accordance with District policies and must be accompanied by appropriate receipts. Contractors will not be paid in advance of performing or providing the services. Invoices must be addressed to the Accounts Payable Dept. at the above address. Notwithstanding payment by the District pursuant to an approved invoice, the District reserves the right to audit said Agreement and the services rendered hereunder and to adjust said sum if incorrect or improper. Contractor agrees to refund to District any sums improperly or incorrectly paid Contractor upon notice of same by District. Payment on a properly submitted invoice will be made in accordance with the District disbursement payment schedule.
4. The contract will be effective on the 18th day of November, 2013, and will expire on the 21st day of November, 2013, unless sooner terminated as provided herein.
5. This contract may be terminated by the District without cause at any time and Contractor agrees to conclude services upon notification by District that Agreement has been terminated. Either District or Contractor may terminate this contract for convenience after giving the other party thirty (30) days advance written notice. Either District or Contractor may terminate this contract effective immediately for breach of any provision herein provided the non-breaching party gives the breaching party written notice of the breach and thirty (30) days to cure such breach. District may terminate this contract effective at the end of its fiscal year if funds are not appropriated for this contract for the ensuing fiscal year. If this contract is terminated for convenience, District will pay Contractor a prorated share of fees Contractor has earned by the effective date of termination.
6. Contractor is not an employee of the District and is not entitled to fringe benefits. Furthermore, District will not deduct federal income taxes, FICA or any other funds required to be deducted by an employer as this is the responsibility of the Contractor. Contractor is an independent contractor, and District and Contractor have not entered into a joint venture or partnership in providing the services herein.

Ray H. Darr Elementary School

MEMORANDUM

To: Mr. Rolando Salinas, Federal Programs Director

From: Adelita S. Olivares, Principal

Date: October 28, 2013

Re: Three Day Writing Academy

The reason for this memo, is to inform you that about eight Elementary campuses (Ray Darr, Liberty, H.B. Gonzalez, Glass, Robert E. Lee, Seco Mines, Perfecto Mancha and Rosita Valley Elementary Schools) will have our 4th grade teachers participate, in a Three day Writing Academy on November 19th, 20th, and 21st. We will be preparing budget amendments and using Title 1 funds to pay for the consultant, Ms. Cheryl Fowler for her services. The total cost of this training will be \$6,720.00 and that includes her travel fees. We will divide the cost of this training among the participating campuses.

If you have any further questions or concerns, please contact me at your own convenience at 758-7060.

STAFF DEVELOPMENT RECOMMENDATION

TITLE OF TRAINING:

Three Day writing Academy

DESCRIPTION:

Our workshop will focus on the following:

- Narrative Type Writing strategies, techniques and activities.
- Expository Type Writing strategies, techniques and activities.
- The Pitfalls of Narrative and Expository Writing.

DEPARTMENT/ DIRECTOR:

Darr Elementary – Adelita Olivares, Principal
Liberty Elementary – Rosalinda Barcena, Principal
Gonzalez Elementary – Carmen Garcia, Principal
Glass Elementary – Cynthia Sahagun, Principal
Lee Elementary – Blanca Muzquiz, Principal
Seco Mines Elementary – Maribel Martinez, Principal
Mancha Elementary – Jose Jimenez, Principal
Rosita Valley Elementary – Luz A. Lazarski, Principal

TARGETED AUDIENCE:

4th Grade Teachers

RATIONALE:

The training will indeed help our 4th grade teachers improve in teaching appropriate writing skills, which are needed to address the more rigorous STAAR Writing Test. Our at-risk students, as well as ll of the other special populations will improve in their Writing skills and will help them pass their STAAR Writing test.

Ray H. Darr Elementary School

4th Grade Writing Academy Synopsis

This Writing Academy consists of three days of intensive training and includes the following:

Day 1- Narrative Type Writing strategies, techniques and activities.

Day 2 – Expository Type Writing strategies, techniques and activities.

Day 3 – The Pitfalls of Narrative and Expository Writing.

The training will indeed help our 4th grade teachers improve in teaching appropriate writing skills, which are needed to address the more rigorous STAAR Writing Test. Our At-risk students, as well as all of the other Special Populations will improve in their Writing skills and will help them pass their STAAR Writing test.