SAN LEANDRO UNIFIED SCHOOL DISTRICT

CONTRACTED SERVICES AGREEMENT

INSTRUCTIONS:

1. Submit Contracted Services Agreement to Assistant Superintendent, Educational Services, for Board Approval **at least 1 month prior to services.**
2. Forms must be completed with all required signatures and have Board approval before the consultant/independent contractor can perform services for the District. (Requests submitted after services are performed will jeopardize payment.)
3. Clearances must be obtained with Human Resources Dept. (if applicable) prior to the start of services. Educational Services will facilitate this with HR once the contract is received.

Requested by: Rosanna Mucetti / R Mucetti / 10-10-13
(SLUSD) Print Name — Signature — Date

Name of Consultant/Organization: WestEd

730 Harrison Street — San Francisco — CA — 94107
Address — City — State — Zip

415-717-5450 — Fax Number — Cell # or E-Mail Address
Telephone Number

SCOPE OF WORK: Will facilitate a process where district leadership and cadres of teachers will be guided in the creation of the English Language Arts curriculum maps aligned to the new Common Core State Standards.

LOCATION OF SERVICES: District Office, (may meet with teachers at school site)

DATE(S) OF SERVICE: TBD

ESTIMATED COST: $48,600.00 (and/or hourly Rate: $_____)

NAME OF PROGRAM: Title I funds

BUDGET NUMBER: 010-5809-3010-1110-1000-042-40- -320 (or ASB funds_____)

Administrator/Program Manager Approval:

Rosanna Mucetti / R Mucetti / Date: 10-10-13
Print Name — Signature

Consultant/Contractor:

WestEd/By Robert Rosenfeld / _____ / Date: _____
Print Name — Signature

Business Manager: Initial: _____ Date: _____ Human Resources: Initial: _____ Date: _____

The Contracted Services Agreement must include the following before going to Purchasing Dept. for processing. Check off and attach all documentation that applies.

___ **BOARD APPROVAL DATE:** _____
___ **Clearances with Human Resources: (Fingerprinting (TB**
___ Add as Vendor ___ W-9 Tax Form ___ EDD form (Employment Development Dept.)
___ Copy of Requisition ___ Invoice Attached

Note: District staff cannot be employed as a consultant/independent contractor.

Distribution:
___ Assistant Superintendent, Educational Services ___ Human Resources ___ Purchasing Department

WestEd

excellence in research, development, and service

San Leandro Unified School District

Proposed Scope of Work

Creating Common Core Units
ELA Grades K-5 and 6-12

By WestEd

Expertise to Research

WestEd (www.wested.org) is a preeminent educational research, development, and service organization that has been a leader in moving research into practice by conducting research and development (R&D) programs, projects, and evaluations; by providing training and technical assistance; and by working with policymakers and practitioners at state and local levels to carry out large-scale school improvement and innovative change efforts. WestEd's mission to work with education and other communities to promote excellence, achieve equity, and improve learning for children, youth, and adults—is addressed through a full range of projects.

Statement of Services

Our training philosophy is based on research in mastery learning theory and the alignment of curriculum, lesson planning, instruction and assessment to provide students with ongoing feedback and multiple opportunities and methods to demonstrate growth.

WestEd consultants have extensive experience in curriculum, assessment, standards-based instruction and leadership at the school, district, and state levels. They always customize the training to fit the needs of each district and school to implement high quality, job-embedded professional development for teachers and administrators. The goal is to build capacity of all teachers and administrators to fully implement the Common Core State Standards.

Identifying Common Core Focus Standards and Clustering Standards into Instructional Units

This training is for a district Common Core Leadership Team that has the responsibility to recommend the academic standards that will be the foundation for a "guaranteed and viable curriculum" to be learned by all students in the district. The training helps the team learn how to identify the Common Core standards that will be the "focus" of instructional units, and which best support the shifts inherent in the Common Core.

Once the focus standards are identified, the district Common Core Leadership Team clusters the standards into logical units of study. The standards are clustered so as to emphasize an integrated approach that includes all ELA strands in each unit. A typical unit is made up of 4 to 5 focus standards that work together to build a comprehensive, transferable set of skills and takes 4 to 6 weeks of instruction for students to learn to mastery.

Building Units of Study – Part 1

This training is for the district Common Core Leadership Team to gain a deeper understanding of the concepts and skills in inherent the Common Core standards. They will learn how the standards in each unit can work together to build each student's conceptual understanding, knowledge, skills, and abilities. The cognitive process described in the common core will be aligned to Norman Webb's Depth of Knowledge.

After understanding how the standards work together, the team will develop the overarching "Big Ideas" to help students develop an understanding of the concepts and skills that will endure beyond the classroom. Finally, the team will develop "Essential Questions" to help the students understand how the standards will be applied in everyday life.

Building Units of Study – Part 2

The district Common Core Leadership Team places all units on a planning template that includes all elements deemed necessary for a rigorous unit of study. The template ensures that teachers will have enough information to plan lessons, including resources, vocabulary, and learning objectives. (Note: specific daily lessons, teaching methods, and strategies will be left to the professional discretion of the teachers at each school site.)

Proposal

- One WestEd trainer will meet 9 days with a district Common Core Leadership Team to conduct ELA training for grades K-5 and an additional 9 days to conduct ELA training for grades 6-12. Each 9-day training will be divided into three 3-day

sessions. During the first three days, the team will choose focus standards and cluster standards into units. During the next three days, the committee will build the units, as described in Part 1 above. During the final three days, the committee will complete the process of building the units as described in Part 2 and finish any necessary work from the previous sessions.

Cost of Training

- 18 days of ELA training at a cost of $2,700 per day = $48,600

Dates

To be mutually agreed upon by WestEd and the District.