SAN LEANDRO UNIFIED SCHOOL DISTRICT

CONSULTANT/INDEPENDENT CONTRACTOR'AGREEMENT

INSTRUCTIONS:

1. **Submit Form to Assistant Superintendent, Educational Services, for Board Approval prior to services.**
2. **Form must be completed with all required signatures and 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 start of services.**

Requested by: Zachary Kah (SLUSD) Print Name / [signature] Signature / 9/2/11 Date

Name of Consultant/Organization: PIQE

2041 Bancroft Way, Berkeley CA 94704
Address City State Zip

(510) 845-7210 Telephone Number (510) 845-7205 Fax Number mdumeng@piqe.org Cell # or E-Mail Address

SCOPE OF WORK: parent training course, parent recruitment by phone, needs assessment session, weekly training, graduation ceremony — to enable parents to address the educational needs of their children.

LOCATION OF SERVICES: John Muir Middle School

DATE(S) OF SERVICE: Sept 29, 2011 – Dec. 1, 2011

ESTIMATED COST: $ [redacted] 10,000 ZK — (and/or hourly Rate: $———)

NAME OF PROGRAM: PIQE

BUDGET NUMBER: 010-5809-7090-1110-1000-012-12--322 $5,000
010-5809-3010-1110-1000-012-12--(ASB funds) 320 $5,000

Administrator/ Program Manager Approval:

Belen Magers Print Name / [signature] Signat / Date: 9/2/11

Consultant Approval/Signature:

Mildred Dumeng Print Name / [signature] Signature / Date: 9-2-11

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

The Consultant/Independent Contractor 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/Purchase Order

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

RECEIVED
SEP 12 2011
EDUCATIONAL SERVICES

Distribution:
__ Assistant Superintendent, Educational Services/ __ Human Resources/ __ Purchasing Department