



Isabella Scocozza
Township of Union Public Schools
Director of Instruction and Funded Programs
(908)-851-6553

Approve Inspired Instruction, LLC to coordinate professional development trainings for all staff members at Burnet Middle School and Kawameeh Middle School on February 17, 2023. The workshops will focus on the following topics: Implementing Instructional Strategies to Fully Engage Students, Stressed Out: Helping Students Build Skills for School and Life and Improving Student-Teacher Rapport. Amount \$3900 to be paid for using Title 11 funds Account Extension: 8434

*Requested to be board approved at the work session on 2/14.



Written on January 13, 2023 by Jaclyn Scotto Siano **22-23-NJ-188r1**
Revised by Jaclyn Siano on January 18, 2023

Inspired Instruction, LLC

Proposal for

Township of Union Public Schools

Middle School Professional Development

School Year 2022-2023

Table of Contents

Introduction

Overview of Activities

Timeline and Key Milestones

Schedule of Services

Terms and Conditions

Contacts, Signatures, and Acceptance

Introduction

Inspired Instruction (the “Company”) is a team of educators that are specialists in curriculum, instruction, and assessment. Inspired Instruction Specialists will assist the district to support teachers in the use of best practices and effective implementation of a standards-aligned curriculum. Our team will create a customized plan based on a job-embedded approach to professional development. Inspired Instruction’s Specialists and product developers are certified educators with years of distinguished service as teachers, supervisors, and administrators.

Overview of Activities

Professional Development

Workshops

- **Stressed Out: Helping Students Build Skills for School and Life:** This workshop is geared for educators who work with teens as they are navigating the stressful circumstances they are presently living in. In recent years, teens have been faced with a new type of stress with the loss of social interaction and the supportive relationships of school. This workshop will engage educators who work with teenagers in activities to promote understanding of how the brain and body creates and handles challenging emotions and can result in stress and anxiety. We will focus on strategies to counter those negative impacts, and provide participants with activities and resources they can use immediately with students.
- **Improving Student-Teacher Rapport:** Positive student-teacher rapport not only improves classroom climate but it also can help fulfill Danielson's Domain 2 requirements. During this workshop, participants will explore four facets of rapport: communication, interest, "human-ness" and reflection. Through the use of collaborative work, exemplars, and best practices, participants will leave this workshop with tools they can implement the very next day to improve their student-teacher relationships.
- **Implementing Instructional Strategies to Fully Engage Students:** In this workshop, participants experience the full breadth of active engagement processes. The workshop begins with an explanation and rationale for constructing a fully engaged classroom. The audience considers all aspects of their classrooms, such as procedures, rules, classroom construct, and coping with interferences. Next, the participants will discuss strategies and activities that they can employ to assure active engagement during every part of the lesson plan process: initiating instruction, modeling and guided practice, independent practice, evaluating student progress, and checking for understanding.

Timeline of Activities

Cohort	Date	Activity
Burnet Middle School Teachers	1 half day February 17, 2023	PM: Two 1 hour workshops of <i>Implementing Instructional Strategies to Fully Engage Students</i>
Burnet Middle School Teachers	1 half day February 17, 2023	PM: Two 1 hour workshops of <i>Improving Student-Teacher Rapport</i>
Kawameeh Middle School Teachers	1 half day February 17, 2023	PM: Two 1 hour workshops of <i>Implementing Instructional Strategies to Fully Engage Students</i>
Kawameeh Middle School Teachers	1 half day February 17, 2023	PM: Two 1 hour workshops of <i>Stressed Out: Helping Students Build Skills for School and Life</i>

Schedule of Services

Activities	Quantity	Price	Cost*	Total
Workshops	4 half days	\$1,400	\$975	\$3,900
TOTAL				\$3,900

*denotes discounted price

**School is required to make copies of all handouts for in-person workshops

Terms and Conditions

1. **Duties:** The Consultant will provide services to the Board, District, and/or School (the "Board") as an educational consultant in accordance with the activities outlined in the Schedule of Services incorporated herein. Specifically, the Consultant shall perform, to the commercially reasonable satisfaction of the Board, such duties as are outlined in the Schedule of Services under the terms and conditions set forth herein. Unless otherwise agreed upon by the Parties, the Consultant shall provide all services defined by this Agreement on behalf of the Board in a commercially reasonable manner, and the Consultant shall devote commercially reasonable efforts to the rendering of educational consulting services required to be provided under this Agreement.
2. **Planning Meeting and Scheduling:** In preparation for the successful launch and implementation, the Consultant strongly encourages districts to participate in a Planning and Implementation Meeting which is conducted between Inspired Instruction, LLC and the appropriate Board representative. The objective of the meeting is to solidify the implementation timeline, schedule, and district (and consultant's) expectations for the implementation of services. *The Board is required to furnish a purchase order to the Company prior to the commencement of services under this agreement. Failure to provide a purchase order may result in a delay of scheduling and commencement of services under this agreement.*
3. **Compensation:** In consideration of the Consultant's services to the Board hereunder, the Board shall pay to the Consultant as compensation the sums set forth in the Schedule of Services based upon the following terms:
 - a. New clients or other clients may be expected to pay in advance for services rendered.
 - b. Invoices from the Consultant shall be paid within twenty-one (21) days of the date of invoice.
 - c. The Consultant will issue Invoices no later than seven (7) days following the month of service. However, the Consultant reserves the right to invoice immediately upon completion of service for each month.
 - d. If any amount invoiced is disputed, the Board shall inform the Consultant within seven (7) days of the delivery of services. The Board shall pay the Consultant the value of the invoice less the disputed amount in accordance with these payment terms.
 - e. Invoices that remain unpaid for thirty (30) days after the due date may be assessed a surcharge equal to 2.5% of the outstanding amount.
 - f. Scheduled days that are canceled for any reason (i.e. lack of coverage, technical issues, schedule conflict, etc.) within 24 hours of the scheduled start time will be billed at 50% of the cost of the scheduled day.

The Consultant is an independent contractor, and is not an agent or employee of the Board and will not hold itself out as, or give any person any reason to believe that it is, an employee, agent, or partner of the Board.

4. **Termination:** The Parties may mutually terminate this Agreement at any time on thirty (30) days written notice to the other Party, *provided, however*, that any of the outstanding payments provided for in Paragraph 3 of the Terms & Conditions of this Agreement will be paid to the Consultant up to the effective date of the termination of this Agreement.
5. **Non Disclosure of Confidential Information by either Party; Intellectual Property:** "Confidential Information" shall include, but is not limited to, each respective Party and its parent's, subsidiaries', and affiliates' past and/or current performance, sales, financial, pricing, cost, contractual and marketing information, ideas, strategy, work product, communications, knowledge and data, and all processes, products, formulae, designs, practices, techniques, trade secrets, research, know-how and customer lists, unless such information is in the public domain to such an extent as to be readily available to competitors. Without limiting the generality of the foregoing, any and all work product, ideas, inventions, know-how, information, techniques, customer contacts, forms of contract and works of authorship conceived or developed by the Consultant during the Term, shall be deemed Confidential Information and Intellectual Property **of the consultant**, and shall be the sole and exclusive property of the Consultant, and the Consultant shall own the copyright in all such works of authorship and/or Intellectual Property generated or created in connection with the rendering of services hereunder.
6. **Entire Agreement:** This Agreement constitutes the entire agreement of the Parties relating to the subject matter hereof, and except as hereinafter provided, supersedes all prior agreements of the Parties with respect to the subject matter hereof. This agreement may not be changed or amended, except in writing signed by the Parties and approved by the Board and the Consultant.

Contacts, Signatures and Acceptance

Inspired Instruction Contact


Jaclyn Scotto Siano, Director
Inspired Instruction, LLC
196 Belvidere Avenue
Washington, NJ 07882
Office: 908-223-7202
Cell: 973-886-8885
jaclyn.siano@inspiredinstruction.com

School and/or District Contact

Randi Moran Hutchinson, Director of Curriculum, Instruction, and Assessment in Humanities
Township of Union Public Schools
2369 Morris Avenue
Union, NJ 07083
(908) 851-6558
rhutchinson@twpunionschools.org

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year written below:

Inspired Instruction, LLC

By: 
Name: Preston T. Faykus, CEO

Date: January 18, 2023

School District

By: _____

Date: _____

Name: _____

