



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

## Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

813/794-2221 Fax: 813/794-2111

727/774-2221 TDD: 813/794-2484

352/524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

August 16, 2011

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent

RE: ESOL On-Line Consortium Contract – Board Agenda Item

The Curriculum and Instructional Services Department is requesting approval of the attached contract with the Center for Technology Education. In order to remain in compliance with F.S. 1003.56(3)(f), the District must provide English Language Learners with qualified teachers. Curriculum and Instructional Services offers face-to-face and on-line endorsement courses to teachers, guidance counselors, and school-based administrators. This is accomplished as part of an ESOL On-Line Consortium of five (5) Florida school districts and the Center for Technology and Education of Tampa. Please refer to the attached memo from Vanessa Hilton, Director of Curriculum and Instructional Services, for additional information.

The contract has been previously reviewed and approved by the Board's Attorney, Ms. Nancy Alfonso on October 8, 2010. There is no cost to the District for these services; 20% of the fees paid by registrants will defray any indirect costs incurred. The term of the contract will be upon Board approval through June 30, 2012. At this time we are requesting Board approval of the contract. Please contact Ms. Hilton or me if you have any questions or concerns.

KDG/dr

Attachments



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Ariana Leonard, Supervisor  
ESOL and World Languages  
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352/ 524-2251 email: [alrodrig@pasco.k12.fl.us](mailto:alrodrig@pasco.k12.fl.us)

Memorandum:  
ESOL-001-11/12

DATE: July 8, 2011  
TO: Kendra Goodman, Director, Purchasing Department  
FROM: Ariana Leonard, Supervisor, ESOL & World Languages *AL*  
Vanessa Hilton, Director, Curriculum and Instructional Services *VH*  
SUBJECT: ESOL ON-Line Consortium Contract

In order to remain in compliance with Section, 1003.56(3)(f), Fla Stat., by providing English Language Learners with qualified teachers, Curriculum and Instructional Services offers face-to-face and on-line endorsement courses to teachers, guidance counselors, and administrators. This is accomplished as part of an ESOL On-Line Consortium of five Florida school districts and the Center for Technology and Education of Tampa.

The attached document represents the ESOL On-Line Consortium's agreement for contracted services for the 2011-2012 academic year.

Please review and process the attached agreement for provision of contracted services and forward to the School Board for its approval.

Should you have any questions or need additional information, please do not hesitate to contact Ariana Leonard, Supervisor, ESOL and World Languages.

Attachment



## Center for Technology and Education

### AGREEMENT FOR CONTRACTED SERVICES

This **AGREEMENT FOR CONTRACTED SERVICES**, is effective as of the date of School Board approval through June 30, 2012, by and between the **Center for Technology and Education**, Florida, hereinafter referred to as the "Center" and the ESOL Online Consortium, hereinafter referred to as the "Consortium", is as follows:

- 1) a. **This contract is for professional, technical, or personnel services.**
- b. **Contact Information**

Sandra Rosario  
Hillsborough County Public Schools  
Velasco Student Services Center  
1202 East Palm Avenue  
Tampa, Florida 33605  
813-273-7312  
sandra.rosario@sdhc.k12.fl.us

Ariana Leonard  
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Natasa Karac  
Pinellas County Public Schools  
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karacn@pcsb.org

Peggy Wiggins  
The School Board of Sarasota County, Florida  
1960 Landings Blvd.  
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941-927-9000 X 31113  
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Jamie Rodriguez  
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Minnie Cardona  
Seminole County Public Schools  
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Sanford, Florida 32773  
Minnie\_cardona@scps.k12.fl.us

Cindy Luiaconi/Jack Davis  
Center for Technology and Education  
2920 North 40<sup>th</sup> St., #101  
Tampa, FL 33605  
813-840-7123  
cindy.luiaconi@cteched.com jack.davis@cteched.com

CONTRACT REVIEWED  
AND APPROVED:

*Kolgt of 8/4/11*

2) a. **The Center shall provide the following services:**

Implementation of online delivery services for courses developed to meet state mandated ESOL competencies for education professionals.. **Fees will be \$185.00 per participant for 60 hour courses and \$75.00 for 18 hour courses.** 20% of the fee for each participant will be reserved for the ESOL Consortium to defray update and editing costs and any other projects they wish to undertake as a Consortium. **The Center will retain \$50.00 of the 60-hour course fee and \$15.00 of the 18-hour course fee.** This will cover course update and maintenance services as well as the Center's fee for administering all courses statewide. The remainder of the participant fee will cover program expenses. **Unexpended dollars will revert to the ESOL Consortium each year.**

The schedule for updates and maintenance of courses will be determined by the Consortium. The digital content of the course will be packaged in a Common Cartridge Format when a course or an update is complete. The format will be delivered on a CD in a zipped folder. The electronic manifest will be a standard format that can be understood by any learning platform or repository that implements Common Cartridge import. Several major learning platforms support Common Cartridge creation in addition to import. Angel, Blackboard and Moodle all support Common Cartridge format. The package of course materials will be reusable and editable with Angel, Blackboard, Moodle and several other Learning Management Systems.

The Center will not be responsible for the upload of the course into Sarasota's and Seminole's courseware; however, the Center will ensure that the course is delivered in a format that will allow Sarasota and Seminole to upload the course(s) into their courseware. In addition, the Center will provide any Consortium district direct download access from its server.

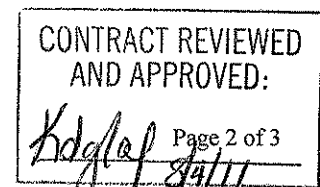
Detailed list of courses and guidelines for the services are contained in the document entitled ESOL Online course updates and maintenance guidelines.

b. **The Consortium shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Course content contact; final proofreading; (for Hillsborough, Pasco, and Pinellas) access to Districts' servers for upload of courses; for Sarasota and Seminole- specifications for format of CD for delivery of courses; marketing of courses at conferences attended by Consortium members; a consolidated list of any changes or revisions requested by Consortium members and of feedback from districts' facilitators.

c. **The Center shall furnish data, information, workspace, equipment, etc., to the Project as follows:**

Server; broadband services; 1000 First Class licenses and renewals; web and firewall services; clerical, and technical



support; quarterly email marketing to statewide ESOL and Staff Development contacts; course moderators; program management.

- 3) The Center shall maintain such records and accounts as are deemed necessary to assure proper accounting for all funds and performance under this Contract.
- 4) The Center's services under this contract are for the 2011-2012 school year.
- 5) The Center shall report quarterly to the Consortium a full financial report for ESOL Online courses delivered by the Center, including but not limited to all income and expenditures such as: total fees generated; fees paid to the Center; 20% of fees allocated to the Consortium; actual program costs; and expenditures designated by the member districts to be charged against the Consortium's allocations.
- 6) The Consortium retains any and all rights to the course content and design.
- 7) This Contract shall take effect upon the date signed and approved by the member districts' School Board for services provided beginning the date of approval and continuing through June 30, 2012. The Contract shall be reviewed to consider renewal for a period of one calendar year to commence July 1 of each year.
- 8) Other Provisions:  
No additional provisions at this time.
- 9) Specific Consortium member provisions:

Signed:

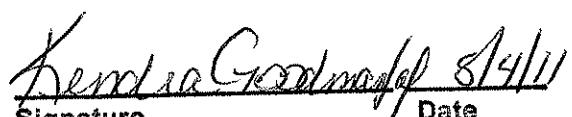
Center For Technology and Education

  
\_\_\_\_\_  
Jack Davis, Executive Director

8/1/2011  
\_\_\_\_\_  
Date

ESOL Online Consortium Member District

\_\_\_\_\_  
Chair Date

  
\_\_\_\_\_  
Signature Date  
Kendra Goodman, Purchasing Agent  
District School Board of Pasco County