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Written on August 30, 2023 by Jaclyn Scotto Siano 23-24-NJ-154

# Inspired Instruction, LLC

Proposal for

## Township of Union Public Schools

School Year 2023-2024

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## 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

Workshops will be determined by the district based on areas of need, and may include workshops from the following categories:

- STEM, STEAM, and 21st Century Skills | Inspired Instruction
- Specialists | Inspired Instruction
- Social Emotional Learning | Inspired Instruction
- Mathematics | Inspired Instruction
- Technology | Inspired Instruction
- NJSLA/PARCC | Inspired Instruction
- Special Education/Special Populations | Inspired Instruction
- Science/Social Studies | Inspired Instruction
- Improved Instruction
- English Language Arts | Inspired Instruction
- Culture and Climate | Inspired Instruction

## Timeline of Activities

Cohort	Date	Activity
<b>Teachers/Staff</b>	10 full days To be divided based on district's needs over the following PD dates: October 9, 2023 October 20, 2023 December 8, 2023 January 12, 2024	In-Person Workshops TBD

## Schedule of Services

<b>Activities</b>	<b>Quantity</b>	<b>Price</b>	<b>Cost**</b>	<b>Total</b>
<b>In-Person Professional Development Workshops*</b>	10 full days	\$2,550	\$2,400	<b>\$24,000</b>
<b>TOTAL</b>				<b>\$24,000</b>

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

\*\*Denotes discounted price for Township of Union Public Schools. Price is valid for 120 days from document date.

## 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](mailto:jaclyn.siano@inspiredinstruction.com)

### **School and/or District Contact**

Randi Hutchinson, Director of Curriculum, Instruction, and Assessment for Humanities  
Township of Union Public Schools  
2369 Morris Avenue  
Union, NJ 07083  
908-851-6558  
[rhutchinson@twpunionschools.org](mailto: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: August 30, 2023

### **School District**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

