



# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2020-10-20 10:05 - Regular School Board Meeting
<b>AGENDA ITEM</b>	ITEMS
<b>CATEGORY</b>	EE. OFFICE OF STRATEGY & OPERATIONS
<b>DEPARTMENT</b>	Procurement & Warehousing Services

<b>Special Order Request</b>	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
<b>Time</b>	
<b>Open Agenda</b>	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

**ITEM No.:**  
EE-10.

**TITLE:**  
Recommendation to Approve Agreement - FY21-187 - Curriculum for Students with Significant Cognitive Disabilities

**REQUESTED ACTION:**  
Approve the recommendation of the above-referenced Agreement. Contract Term: Upon commencement of both parties through October 31, 2021, One (1) Year; User Department: Exceptional Student Learning Support (ESLS); Award Amount: \$681,820; Awarded Vendor(s): N2Y, LLC; Small/Minority/Women Business Enterprise Vendor(s): None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
The N2Y total solutions program includes Unique Learning Systems, Positivity, SymbolStix, and L3, which has extensive evidence of effectiveness showing increases in student academic, social-emotional, independent functioning, and communication skills. The Solution provides students with cognitive disabilities in grades Pre-K through Transition a variety of differentiated, standards-aligned content enhanced by powerful assessments, data tools, and evidence-based instructional support aligned to the District's expectation for high-quality instruction.  
This Agreement has been reviewed and approved as to form and legal content by the Office of the General Counsel.

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction     Goal 2: Safe & Supportive Environment     Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
The estimated financial impact to the District will be \$681,820. The funding source will come from General funds. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Financial Analysis Worksheet (3) Agreement (4) Exhibit N2Y

**BOARD ACTION:**  
**APPROVED**  
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Saemone Hollingsworth	Phone: 754-321-3436
Name: Mary C. Coker	Phone: 754-321-0501

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
**Senior Leader & Title**  
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: October 20, 2020  
By: Dana Ken  
School Board Chair

Signature  
*Maurice Woods*  
10/12/2020, 4:09:53 PM

## EXECUTIVE SUMMARY

### Recommendation to Approve Agreement FY21-187 – Curriculum for Students with Significant Cognitive Disabilities

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#### Introduction

**Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the Agreement between N2Y, LLC, and The School Board of Broward County, Florida (SBBC), for one (1) year, starting upon commencement of both parties through October 31, 2021. The agreement will provide access to an online curriculum for students with Significant Cognitive Disabilities.

The spending authority being requested is \$681,820.

#### Goods/Services Description

**Responsible: Exceptional Student Learning Support**

The N2Y total solutions program (including Unique Learning Systems, Positivity, SymbolStix, and L3) has proved effective in showing increases in student academic, social-emotional, independent functioning, and communication skills. The N2Y Total Solutions provides students with cognitive disabilities in grades Pre-K through Transition a variety of differentiated, standards-aligned content enhanced by powerful assessments that provide data-driven insights for school administrators and classroom teachers to monitor deliberate instruction and student progress. N2Y provides automated data tracking, reporting, and benchmarking that is an integral tool for quantifying and measuring student progress in both in-person and virtual instruction. The benchmarking data provides a customized evaluation of the individual student and tracks student growth and performance over the course of the year. Based on the student performance results and individualized skills profile students are placed into customized placement levels which are aligned to the Levels of Assistance outlined on the Florida Standards Alternate Assessment. The data tools and resulting individual student data are housed in the total solution system Goals, Preferences, and Skills (GPS) Assessment Hub within the program and provide valuable information for teachers and Individual Education Plan (IEP) teams over time. The GPS system also has the capability of transferring student data for students that enter the school district and may have been enrolled in the Unique Learning program in another district or state.

Some of the online student dashboard and data sources available for classroom teachers, school administrators, and district administrators are:



##### Raw Scores Export

Download a CSV file containing score details for all students in a class or group of classes.



##### Skills Trends

See trend skill trends for a student or a class.



##### Skills Progression

See detailed skill levels for a student throughout the year.



##### Accuracy & Responsiveness Progression

Review Level 1 scores for a student for the year.



##### Accuracy Progression

Review Level 1/2/3 scores for a student for a service.



##### Accuracy & Responsiveness Trends

See Level 1 trends for a student or a class.



##### Class Summary

View most recent scores and skills for all students in a class.



##### Individual Growth

See your score improvement or decline for a student over a custom time period.



##### Individual Summary

View most recent scores and skill level for a student.

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The N2Y total solution provides motivating interactive learning experiences and engaging visual symbol support which supports student communication skills while promoting a path to independence. N2Y provides automated data tracking, reporting, and benchmarking that is an integral tool for quantifying and measuring student progress in both in-person and virtual instruction.

- Unique Learning System provides evidence-based instructional support aligned with the District's expectation for high-quality instruction and quality progress monitoring. All materials are aligned to the Florida Standards Access Points, provide a consistent best practice lesson structure outlined in monthly themes, build conceptual understanding, and provide monthly pre/post-testing and quarterly benchmark assessments. Unique Learning Systems provides teachers and students with daily differentiated lessons, monthly suggested lesson plans, and standards-aligned content to ensure standards mastery for ELA, math, social studies & science, and transition skills.
- Positivity provides proactive behavior and engagement strategies, classroom management tools, social narratives, token boards, student-specific data collection, and progress reporting.
- Symbol Stix Prime provides unlimited access to over sixty thousand (60,000) communication symbols, provides assistive technology device templates, and the ability to customize, save, search, and reuse activities and communication tools.
- L3 Skills is an accessible standards-aligned activity skill-building program where students can access over one hundred forty (140) diverse interactive activities providing practice in academic skills and soft skills.
- News2You is a weekly online newspaper provided throughout the school year (monthly topics in the Summer ESY session) which include differentiated, symbol supported current event articles and standards-aligned activities to be used in instruction.

## What is included in a teacher license?



Total Solution Bundle

### UNIQUE LEARNING SYSTEM

Unlimited access to one grade band of differentiated lessons; monthly suggested lesson plans; and standards-aligned content for ELA, math, social studies & science, and transition; plus use of the powerful Goals, Preferences and Skills (GPS) assessment hub and resulting student data

### POSITIVITY

Unlimited use of the system's proactive strategies, classroom management tools, data collection and reporting

### L<sup>3</sup> SKILLS

Unlimited access to over 140 diverse, accessible standards-aligned activities for skill building and practice in both academic and soft skills

*For one service provider*

### NEWS-2-YOU

Unlimited access to the weekly online newspaper throughout the school year (monthly during the summer), including differentiated, symbol-supported current events articles plus dozens of standards-aligned activities and recurring features

### SYMBOLSTIX PRIME

Unlimited access to the database of over 60,000 symbols, provided templates, and the ability to customize, save, search and reuse activities and communication tools

## Professional Development

### EXPERT SUPPORT FOR POSITIVE OUTCOMES

Deliver your n2y solutions with fidelity to ensure the best outcomes. Whether your district and special education teams prefer on-site or online training, each n2y program is backed by best-in-class professional development and support, from implementation courses to solution mastery to opportunities for certification.

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N2Y also provides ongoing professional development in order to ensure the best outcomes and fidelity of implementation. Teachers have access to in-person training support and various online training opportunities from solution mastery to implementation that staff can complete at their convenience through their teacher professional development portal dashboard. Staff also has access to expert support from the N2Y customer care team and a district-specific shared space portal created specifically for Broward County teachers where teachers can pose questions, comments, or feedback providing an additional resource to learn at an individual pace.

**Procurement Method  
Responsible: PWS**

Pursuant to Rule 6A -1.012, 11(b), and 14, Florida Administrative Code, and Purchasing Policy 3320, Section II.H, authorizes the purchase of any type of copyrighted materials, instructional materials, and computer software without competitive solicitations.

**Financial Impact  
Responsible: PWS and Exceptional Student Learning Support**

The spending authority being requested is \$681,820 as detailed below:

Product	Quantity	Price	Total Price
L3 Skills	585	\$129.00	\$ 75,465
News 2 You	585	\$191.08	\$111,781
Positivity	585	\$399.00	\$233,415
SymbolStix	585	\$99	\$ 57,915
Unique Learning	585	\$554.51	\$324,388
<b>Total</b>			<b>\$802,964</b>
Less fifteen (15) Discount			\$121,147
<b>Discounted Price</b>			<b>\$681,817</b>

The funding source is General funds. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ANDREA CIOTTI  
IND CURRICULUM SUPERVISOR

Phone: 754-321-3465

October 1, 2020

TO: Saemone Hollingsworth, Executive Director, Exceptional Student Learning Support (ESLS)

FROM: Andrea Ciotti, InD Curriculum Supervisor, ESLS

SUBJECT: **N2Y Total Solution Contract Item**

During the Spring, 2020 it became evident that special education and delivery of specialized instruction would change due to the COVID-19 health crisis, national pandemic, and unexpected school closures. In supporting teachers and students in self-contained ESE classrooms it was clear that we needed to acquire an instructional tool that was aligned to Florida Standards Access Points that could be easily implemented in both the brick and mortar and an e-learning platform.

From April-July, 2020 teachers had access to a variety of resources free of charge from various vendors across the nation. District staff both shared the availability of resources with schools and received reports from teachers on vendor solutions that appealed to them. As the continued impact of the pandemic on the 2020-21 school year became apparent during the summer, Exceptional Student Learning Support staff coordinated with school staff to identify tools upon which to standardize student support, teacher implementation, and operation at the scale of BCPS.

There were several instructional materials piloted in the fourth quarter of last school year and analysis of their appropriateness for systemic deployment included breadth of usage, integration with our existing digital ecosystem, and the ability to derive actionable instructional insights for promoting student achievement. During the spring semester of open resource usage, 102 Broward ESE teachers (PK-Transition) utilized the suite of tools from N2Y, specifically the Unique Learning System. There was significant feedback from the school practitioners that these resources were of value, and these reports provided informative feedback to leadership. The ESLS District team surveyed teachers for feedback on appropriateness and ease of implementation of these tools to support daily instruction. The teacher feedback was positive for the ease of system use, resources available and alignment to standards, access to customer care support, and availability of online training resources. During such time, 98% of users reported that print based materials were used with ease and 79% reported that they were able to use the teacher and student online features with ease.

Additional Criteria considered in selecting this product was that N2Y was the sole vendor to meet the following criteria:

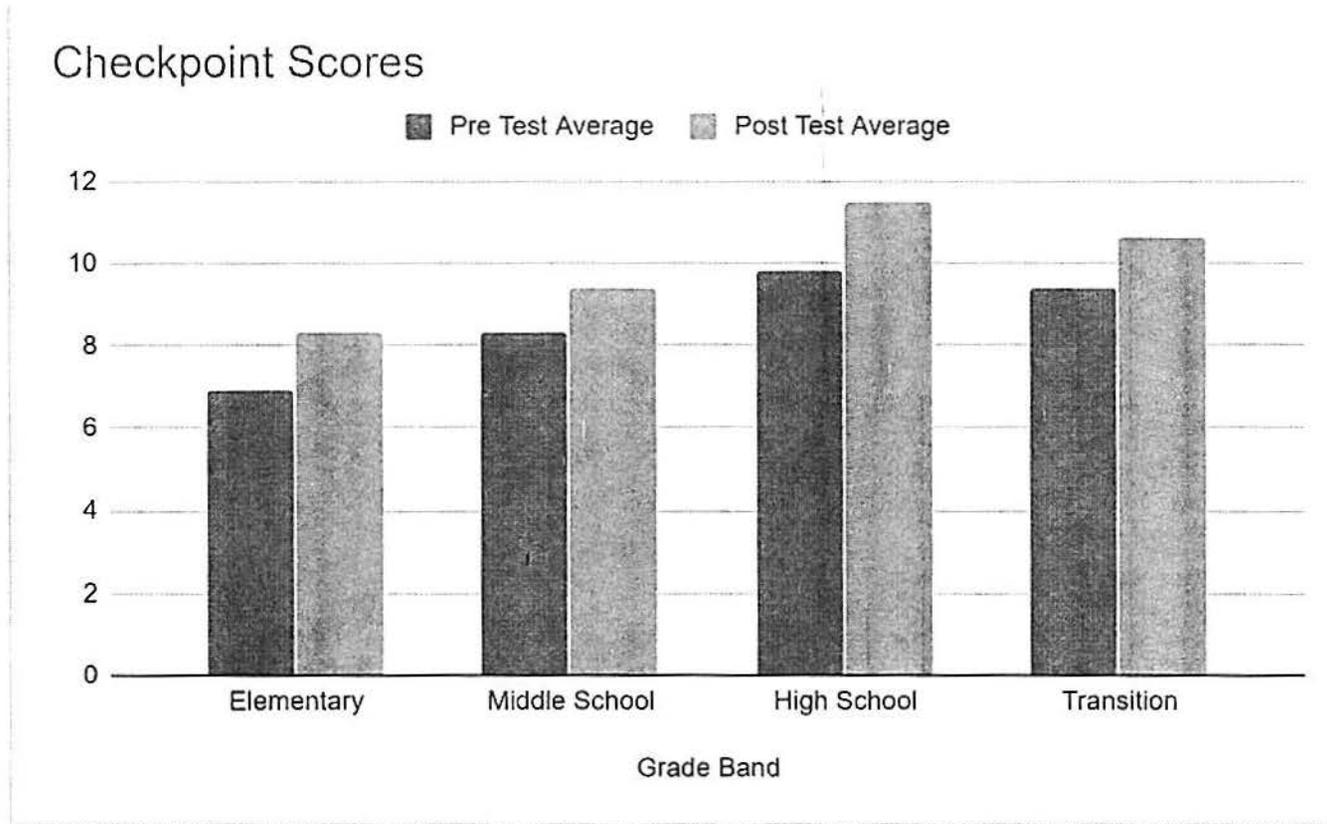
- Provide a resource and lesson plans aligned to the Florida Standards Access Points and the levels of assistance outlined on the Florida Standards Alternate Assessment that could be easily implemented in both brick and mortar and the e-learning platform;

# Broward County School District

Snapshot



# 4th Quarter Checkpoints (SY 19-20)



# Student Daily Performance Reports (Sample)



Middle School, Assigned Grade Level 6, Differentiated Level 3

## Daily Scores and Observations

Monthly Units

Science & Social Studies Courses

[← Back](#) Lesson 5 Chapter 2 Read and Comprehend, April Unit

### Activity 1

Read Aloud: Mark's Money, Chapter 2 (Level J/K)

Standards		General		Extended	
General	RL.6.1			General	RL.6.10
Extended	RL.6.1a			Extended	RL.6.10a

Standards Connection A - Chapter 2 (Literature)

Standards	
General	RL.6.9
Extended	RL.6.9a

Florida's Extended Standards

### Activity 2

Guided/Shared Reading: Mark's Money, Chapter 2 (Level F/G)

Standards	Student Performance	Observational Notes
General RL.5.10	Completed ✓	Accommodations Reading Inc. 12 Speech: On
Extended RL.5.10a	View Page Viewed / Total 8 / 8	View Show Symbols: NA Interactivity Highlighting/Answer On Inactive audio: On
Attempt 1	Date 4-27-20 12:51 AM Online	

Guided/Shared Reading: Mark's Money, Chapter 2 (Level F/G, Symbol-Supported)

Standards	Student Performance	Observational Notes
General RL.5.10	Completed ✓	Accommodations Reading Inc. 12 Speech: On
Extended RL.5.10a	View Page Viewed / Total 8 / 8	View Show Symbols: NA Interactivity Highlighting/Answer On Inactive audio: On
Attempt 1	Date 4-27-20 10:53 AM Online	



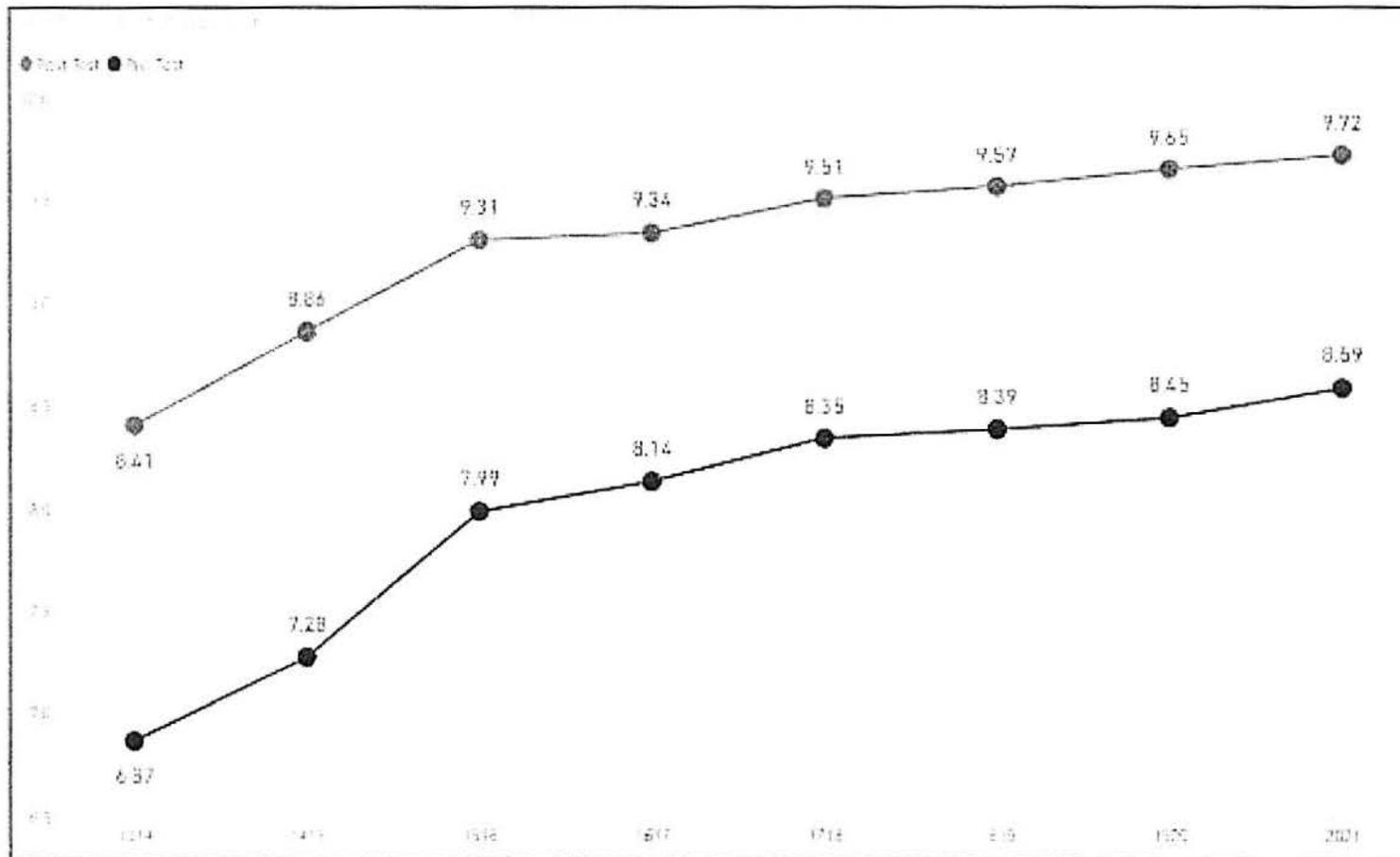
# Teacher Reports

The screenshot displays a user interface for a teacher dashboard. On the left is a dark sidebar menu with a user profile icon at the top. The menu items are: My Account, Welcome, My Students, My Schedules, My Small Groups, My Reports (highlighted), My Information, Change Password, Subscriptions, and eXtras!. The main content area is titled 'My Reports' and contains three report cards. Each card has a logo at the top and a button to generate a report. The first card is for 'unique learning system' with a 'Generate a Unique Learning System Report' button. The second card is for '3 SKILLS' with a 'Generate a 3 Skills Report' button. The third card is for 'positivity' with a 'Generate a Positivity Report' button.

Service providers can use reports provided to make data-driven decisions in daily instruction and generate customized reports that show trends in individual or classroom learning, areas of need, learning, behavior and more.



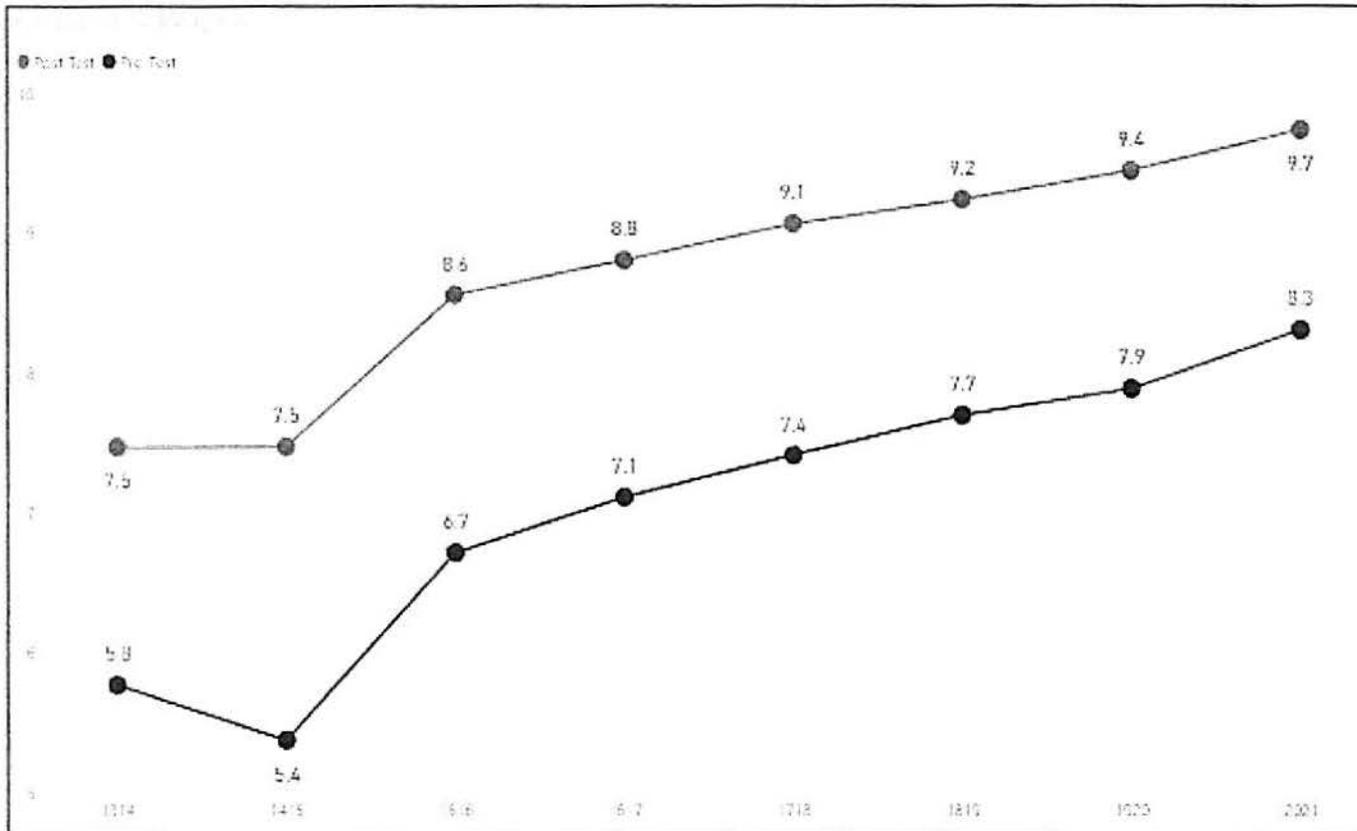
# Florida Student Progress (All Students)



Average Post-Test Checkpoint scores indicate a 15.5% increase in accuracy for all students from the 2013-14 school year to present\*.



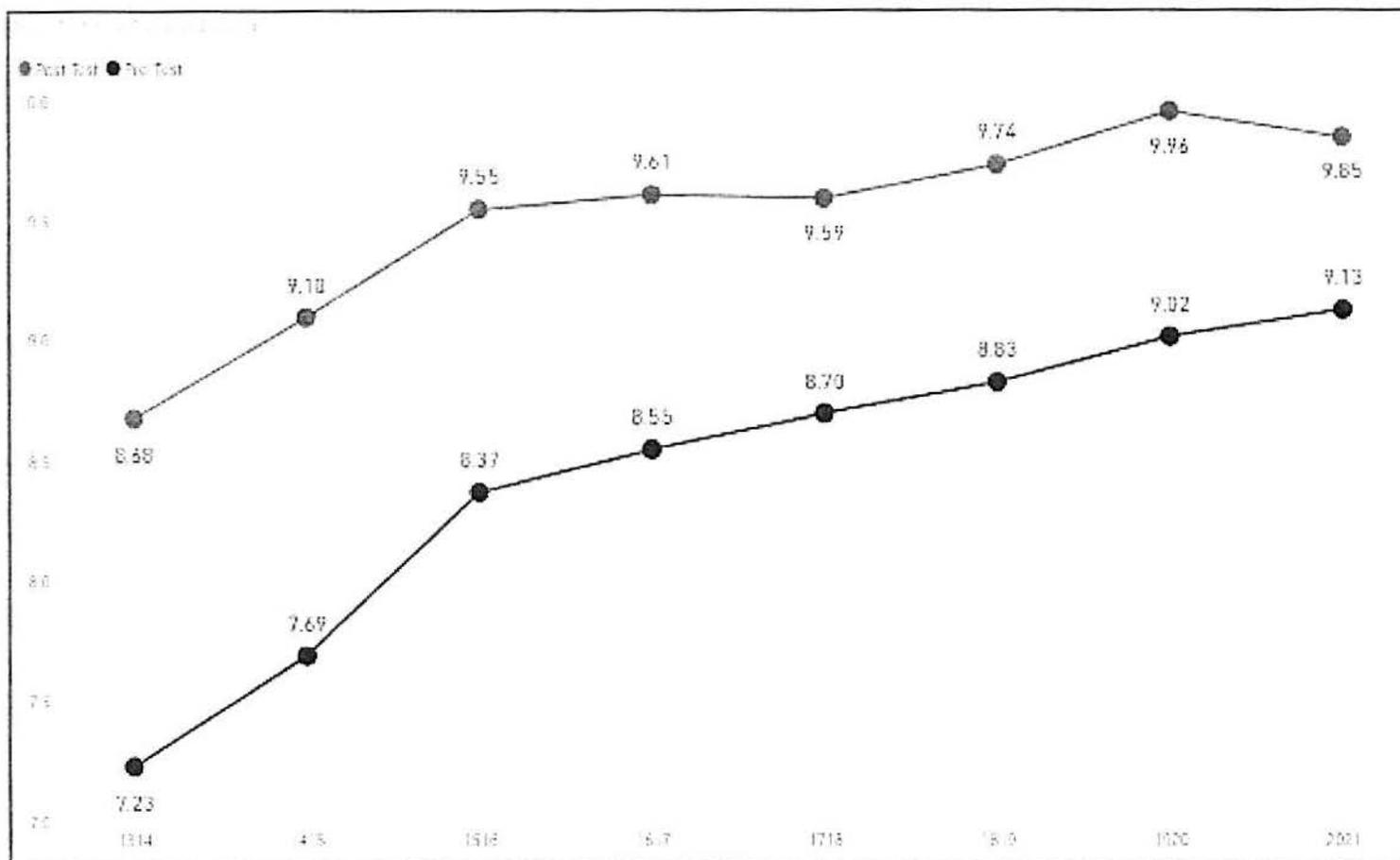
# Florida Student Progress (Elementary & Intermediate)



Average Post-Test Checkpoint scores indicate a 29.3% increase in accuracy for Elementary & Intermediate (K-5) students from the 2013-14 school year to present\*.



# Florida Student Progress (High School)



Average Post-Test Checkpoint scores indicate a 13.5% increase in accuracy for High School (9-12) students from the 2013-14 school year to present\*.



## AGREEMENT

**THIS AGREEMENT** is made and entered into as of this 20<sup>th</sup> day of October, 2020 by and between

### **THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

(hereinafter referred to as "SBBC"),  
a body corporate and political subdivision of the State of Florida,  
whose principal place of business is  
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

### **N2Y LLC**

(hereinafter referred to as "N2Y"),  
whose principal place of business is  
909 University Drive, South, Huron, Ohio 44839

**WHEREAS**, N2Y develops and markets online hosted software services (the "Software Services") which are made digitally accessible via the internet; and

**WHEREAS**, Rule 6A -1.012, 11(b), and 14, Florida Administrative Code, and School Board Policy 3320, Section II.H, authorizes the purchase of any type of copyrighted materials, instructional materials and computer software without competitive solicitations.

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

### **ARTICLE 1 - RECITALS**

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

### **ARTICLE 2 – SPECIAL CONDITIONS**

2.01 **Term of Agreement.** Unless terminated earlier pursuant to section 3.05 of this Agreement, the term of this Agreement shall commence on upon execution by both parties and conclude on October 30, 2021. The term of the Agreement may, by mutual agreement between SBBC and N2Y, be extended for one (1) additional one (1) year period, by a written amendment to this Agreement executed by both parties.

2.02 **Scope of Services.** N2Y agrees to provide the District with the Software and Software Services as set forth in **Exhibit A**.

2.04 **Cost.** The cost to SBBC for the Software and Software Services listed in **Exhibit A** of this Agreement is a total of Six Hundred Eight-One Thousand, Eight Hundred Seventeen Dollars and 50/100 Cents (\$681,817.50).

2.03 **Payment.** Subsequent to SBBC issuing a purchase order, N2Y shall submit to SBBC a proper and appropriate invoice in the amount of Six Hundred Eighty-One Thousand, Eight Hundred Seventeen Dollars and 50/100 Cents (\$681,817.50); and SBBC shall pay said amount within thirty (30) calendar days of receipt of same invoice.

2.05 **SBBC Disclosure of Education Records.**

(a) SBBC will provide N2Y with the education records listed in this section, through its integration program, for the following purposes:

- 1) Create user accounts
- 2) Level-set content to student's differentiated level
- 3) Provide progress reports

(b) SBBC will provide N2Y with the following education records, through its integration system:

- 1) Student first and last name
- 2) Student identification number
- 3) Student grade level
- 4) Date of Birth
- 5) Gender
- 6) Name of school
- 7) School number

(c) In addition to the education records being disclosed by SBBC in this section, N2Y will also have access to personally identifiable work and information entered by students in N2Y's online platform.

(d) N2Y is considered a "school official" with a legitimate educational interest to receive the aforementioned types of information from SBBC student education records in the implementation of student information and education management systems. Pursuant to the Family Educational Rights and Privacy Act (FERPA), 34 CFR 99.31(a)(1), these records may be provided without prior parental consent. Prior written consent of the parent or student age 18 or over is needed for any types or purposes of disclosures of education records beyond those listed in this section.

(e) The requirements of this section shall supersede any uses of education records as listed in N2Y's privacy policy.

2.06 **N2Y Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, N2Y shall:

- 1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C §

1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at [privacy@browardschools.com](mailto:privacy@browardschools.com), and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims

no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) N2Y shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

#### 2.07 **SBBC Disclosure of Employee Information.**

(a) N2Y will utilize employee's records listed in this section to create user accounts.

(b) SBBC will provide the following employee records, through the District's integration system to N2Y:

- 1) employee first and last name
- 2) employee work email address

(c) N2Y shall not use the employee records listed in this section for any purpose other than those listed above or re-disclose the records to any outside source without the prior written consent of the employee, except as required or allowable by law.

(d) The requirements of this section shall supersede any use of employee records as listed in N2Y's privacy policies.

2.08 **N2Y Safeguarding Confidential Employee Records.** Notwithstanding any provision to the contrary within this Agreement, N2Y shall:

(a) fully comply with the requirements of state or federal law or regulation regarding the confidentiality of employee records;

(b) hold the employee records in strict confidence and not use or disclose same except as required by this Agreement or as required or permitted by law;

(c) only share employee records with those who have a need to access the information in order to perform their assigned duties in the performance of this Agreement;

(d) protect employee records through administrative, physical and technological safeguards to ensure adequate controls are in place to protect the employee's records and information;

(e) notify SBBC immediately upon discovery of a breach of confidentiality of employee records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at [privacy@browardschools.com](mailto:privacy@browardschools.com); and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

(f) prepare and distribute, at its own cost, any and all required notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so; and

(g) be responsible for any fines or penalties for failure to meet notice requirements pursuant to federal and/or Florida law. This section shall survive the termination of all performance or obligations under this Agreement.

**2.09 Inspection of N2Y's Records by SBBC.** N2Y shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income provided by SBBC under this Agreement. All N2Y's applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of N2Y directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to N2Y's applicable records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to N2Y pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide N2Y reasonable advance written notice not to exceed two (2) weeks of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to N2Y's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by N2Y to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any N2Y's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by N2Y in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by N2Y. If the audit discloses billings or charges to which N2Y is not contractually entitled, N2Y shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, n2y shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by N2Y to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to n2y pursuant to this Agreement and such excluded costs shall become the liability of N2Y.

(g) Inspector General Audits. N2Y shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.10 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools  
The School Board of Broward County, Florida  
600 Southeast Third Avenue  
Fort Lauderdale, Florida 33301

With a Copy to: Director, Exceptional Student Learning Support  
The School Board of Broward County, Florida  
1701 NW 23rd Avenue, Room 171  
Fort Lauderdale, FL 33311

To N2Y: N2Y LLC  
David Swank, CFO  
P.O. Box 550, Huron, OH 44839

With a Copy to: Bill Miller  
P.O. Box 550, Huron, OH 44839

2.11 Background Screening. N2Y shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of N2Y or its personnel providing any services under the conditions described in the previous sentence. N2Y shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to N2Y and its personnel. The Parties agree that the failure of N2Y to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. N2Y agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the

form of physical or mental injury, death or property damage resulting from N2Y's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.12 **Public Records.** The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. N2Y shall keep and maintain public records required by SBBC to perform the services required under this Agreement. Upon request from SBBC's custodian of public records, N2Y shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. N2Y shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement's term and following completion of the Agreement if N2Y does not transfer the public records to SBBC. Upon completion of the Agreement, N2Y shall transfer, at no cost, to SBBC all public records in possession of N2Y or keep and maintain public records required by SBBC to perform the services required under the Agreement. If N2Y transfers all public records to SBBC upon completion of the Agreement, N2Y shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If N2Y keeps and maintains public records upon completion of the Agreement, N2Y shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

**IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, [RECORDREQUESTS@BROWARDSCHOOLS.COM](mailto:RECORDREQUESTS@BROWARDSCHOOLS.COM), RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.**

2.13 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) **By SBBC.** SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) **By N2Y.** N2Y agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by N2Y, its agents, servants or employees; the equipment of N2Y, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of N2Y or the negligence of N2Y's agents when acting within the scope of their

employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by N2Y, SBBC or otherwise.

2.14 **Insurance Requirements.** N2Y shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** N2Y shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** N2Y shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** N2Y shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** N2Y shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by N2Y to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit N2Y to remedy any deficiencies. N2Y must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) **Cancellation of Insurance.** N2Y is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.15 **Equal Opportunity Provision.** The parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status, national origin, religion, sex or sexual orientation in the performance of the parties' respective duties, responsibilities and obligations under this Agreement.

2.16 **Annual Appropriation.** The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.17 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.18 **Incorporation by Reference.** **Exhibit A** attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

### **ARTICLE 3 – GENERAL CONDITIONS**

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall

represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) calendar days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) calendar day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) calendar days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) calendar days written notice to the other parties of its desire to terminate this Agreement. In the event of SBBC's termination with cause or for force majeure or N2Y's termination with or without cause, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States

District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way effect affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense (“Force Majeure”). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

**IN WITNESS WHEREOF**, the Parties hereto have made and executed this Agreement on the date first above written.

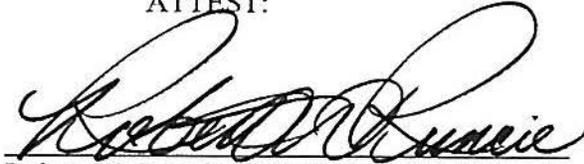
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**FOR SBBC:**

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD  
COUNTY, FLORIDA

ATTEST:

  
Robert W. Runcie, Superintendent of Schools

By   
Donna P. Korn, Chair

Approved as to Form and Legal Content:

  
Digitally signed by Kathelyn Jacques-Adams, Esq. - kathelyn.jacques-adams@gbrowardschools.com  
Reason: N2Y LLC  
Date: 2020.10.09 13:05:09 -04'00'

Office of the General Counsel

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FOR N2Y:

N2Y LLC

By DSW

Print Name: DAVID B. SWANK

Title: CEO & Secretary

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# Exhibit A



Qty	Item	Description	Type	Sub No.	Sub Start Date	Sub End Date	Unit Cost	Amount
585	L3S BUN	L <sup>3</sup> Skills™ Bundle	New		10/20/2020	10/30/2021	\$109.54	\$64,080.90
585	NWS BUN	News-2-You® Bundle	New		10/20/2020	10/30/2021	\$162.25	\$94,916.25
585	PST BUN	Positivity Bundle	New		10/20/2020	10/30/2021	\$338.80	\$198,198.00
585	SSX BUN	SymbolStix PRIME® / SYMBOLSTIX® Bundle	New		10/20/2020	10/30/2021	\$84.06	\$49,175.10
585	ULS BUN	Unique Learning System® Bundle	Renewal	224716	10/20/2020	10/30/2021	\$470.85	\$275,447.25

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Sub-Total \$681,817.50  
 Sales Tax: \$0.00  
 Total \$681,817.50

\*Our Total Solution Bundle provides an overall discount of 15% see comparison and savings below.

Quantity	Item	Product	Unit List Price	Extended Price
585	L3S	L3 Skills	\$ 129.00	\$ 75,465.00
585	NWS	News 2 You	191.08	111,761.80
585	PST	Positivity	399.00	233,415.00
585	SSX	SymbolStix Prime	99.00	57,915.00
585	ULS	Unique Learning System	554.51	324,368.35
Total List Price			\$1,373	\$802,965.15
Savings (15%)			\$ 207.09	\$121,147.65
585	Bundle Price		\$1,165.50	\$681,817.50