

**AGREEMENT**

**THIS AGREEMENT** is made and entered into as of this 14 day of August, 2001, 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

**FAMILY CENTRAL, INC.**

(hereinafter referred to as "FC"),  
whose principal place of business is  
840 SW 81 Avenue  
North Lauderdale, Florida 33068

**WHEREAS**, SBBC recognizes the advantage of working cooperatively with FC to increase the number of economically disadvantaged four-year-olds who receive preschool education, and

**WHEREAS**, FC has the capability of providing developmentally appropriate preschool education to economically disadvantaged four-year-olds,

**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 **Payment.** SBBC will pay FC 85% of the generated six hour instructional FTE for each child who is determined eligible and who is enrolled in membership and in attendance (not to exceed 60) at a FC site during one of the eleven days of the official FTE count periods. If during the term of this contract the State of Florida reduces the amount the

district receives, a pro-rata reduction will be passed on FC. Total funding excluding the four hour extended day will not exceed \$163,200 for 60 students.

2.02 **Extended Day.** SBBC will provide additional funding to support a four hour extended day for families when the caregiver works or is in school/training. Fees would be reimbursed according to attendance records at the rate of \$1.35 per hour or \$5.40 per child per day for a four hour extension of the day, not to exceed \$58,320 for 60 students.

2.03 **Dental.** SBBC will provide dental screening and treatment for children enrolled in the program.

2.04 **Referrals.** SBBC will make proper referrals to Florida Diagnostic & Learning Resources System (FDLRS) and area prekindergarten assessment teams. Children who are eligible under State Board Rules for Exceptional Student Education will be considered for a continuum of placements and services. Appropriate procedures will be utilized to ensure an educational setting which is least restrictive.

2.05 **Technical Assistance.** SBBC will provide technical assistance to FC in interpreting and implementing State Statute and School Board policies related to the Prekindergarten Early Intervention Program.

SBBC will assign support staff to the site(s) as follows:

Social Worker to promote and enhance parent involvement, and to provide assistance to teachers related to behavior management, home visitation, and social services to families.

Teacher Specialist to provide instructional support and technical assistance, screening review and follow-up.

Administration to monitor program compliance including documentation for collection of FTE, student database and audit requirements, and to coordinate and support the recruitment and enrollment process.

SBBC will provide an orientation and training session for newly hired teachers.

2.06 **Inservice.** SBBC will offer inservice training for FC and site instructional staff at various days and times throughout the year, including but not limited to training for hearing, vision, and developmental screening.

2.07 **Administrative Responsibility.** SBBC will assign a principal to be responsible for reporting the instructional FTE and maintaining necessary audit documentation.

2.08 **Program Review/Audit.** SBBC will reserve the right to audit the program, records and bookkeeping procedures and the instructional program in compliance with this contract. A 30 day written notice will be given prior to the fiscal audit which will be conducted within 90 days after the end of the contract period. The written notice and the examination will be conducted by SBBC'S Management Audit Department. Upon

completion, a copy of the audit will be provided to FC. The instructional program review will be completed annually prior to the end of each contract period.

2.09 **Volunteer Forms.** SBBC will provide Volunteer Registration Forms to be completed by adults and students volunteering at the site(s).

2.10 **Disputes.** SBBC will refer any complaints or disputes regarding the provision of services which are brought to the attention of SBBC to FC immediately for proper action by FC. Methods of resolution may include informal meetings, mediation, and conferences.

2.11 **Legal Compliance.** FC agrees to secure fire inspections and health, safety and sanitation inspections annually from agencies having jurisdiction. Said inspections shall be in strict compliance with handicapped accessibility codes, Life Safety 101, Florida State Statute 4A-36 and State Requirements for Educational Facilities (SREF). A copy of the annual inspections shall be furnished to SBBC'S representative to accompany the first invoice. Any violations cited in the aforementioned reports shall be abated by FC within the time limits prescribed by the inspecting agency.

FC will comply with applicable provisions of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1974, Section 504 of the Rehabilitation Act of 1973.

FC will prohibit any policy or procedure which results in discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation.

FC agrees to prohibit smoking at the site to be in compliance with the Pro-Children Act of 1994.

2.12 **Classrooms.** FC will provide an appropriate and separate classroom with a minimum 36 square feet per child for each group of twenty children. Each classroom will include direct access to children's restrooms and running water. FC will provide daily custodial services to keep classrooms clean and disinfected.

2.13 **Class Size and Ratio.** FC will ensure that classroom ratios be maintained at 10 to 1 at all times. Group size will not exceed 20 children in one room.

2.14 **Program Design.** FC will provide a 10 hour day for 180 days of a high quality developmentally appropriate instructional program based on the High/Scope philosophy for eligible economically disadvantaged four-year-olds (not to exceed 60). Any additional care beyond 10 hour 180 days that is needed for the child will be between FC and the parent/guardian.

2.15 **Supplemental Materials/Supplies.** FC will provide adequate supplemental instructional materials and consumable supplies (including food and materials for cooking activities) which are required to provide a developmentally appropriate program for four-year-olds.

2.16 **Meals.** FC will ensure that students are provided with a free breakfast, snack and lunch each day.

2.17 **Screenings.** FC will provide hearing, developmental and vision screening within 45 days of initial enrollment for children in the program.

2.18 **Home Visits/Conferences.** FC will provide a minimum of two home visits and two additional conferences with the parent/guardian by the child's teacher for each of the students during the school year.

2.19 **Staff.** FC will provide for each classroom, a teacher and an instructional aide. The teacher must hold current Florida state certification in preschool education or prekindergarten/primary. The instructional aide will meet statutory requirements for a high school diploma, 20, 10 and 10 hours (total 40 hours) of DCF child care training (begun within the first 90 days of employment in the preschool class) during the first year of employment in the program and 8 hours each subsequent year. Both will be employed by FC. Proof of 20, 10 and 10 hour or 8 hour training will be provided to SBBC within 90 days of completion.

FC will ensure that each site complete and submit Preclearance and Intent to Hire forms to SBBC'S Certification Department when filling a teacher vacancy and wait for approval from the Certification Department before hiring a new teacher.

FC will ensure that supervisory personnel with direct responsibility for the program will demonstrate competency in early childhood as set forth by Florida Statute, Section 230.2305.

FC will assign appropriate staff as necessary to attend periodic meetings with SBBC staff to assess the quality of service and make recommendation for improvement.

2.20 **Out of Field.** FC will comply, if the teacher holds certification in any other area, by having the teacher obtain one of the above certifications mentioned in Section II-I above within 2 years of employment or she/he is no longer eligible to teach the Prekindergarten Early Intervention class as set forth by Florida Statute, Section 230.2305.

2.21 **Security Clearance.** FC will have teachers and aides go through SBBC'S security clearance process.

2.22 **Substitutes.** FC will provide a substitute teacher or aide according to SBBC policy for each teacher or aide who is not in their designated classroom for one or more days.

2.23 **Student Records.** FC will allow assigned School Board support staff access to classroom and student records associated with the Prekindergarten Early Intervention Program at all times.

2.24 **Inservice.** FC will provide paid release time annually for the instructional staff to attend inservice training provided by SBBC. Teachers new to the program must be available for a minimum of 5 days the first year.

2.25 **Early Release.** FC will provide eight early release days to coincide with SBBC'S approved 2001-2002 calendar and implement a program of staff development activities on those days.

2.26 **Budget.** FC will develop a budget and submit to SBBC before August 27, 2001 providing evidence showing that 90% of the funding is being spent on direct services in accordance with state laws and rules. Direct services are defined as: salary/fringe for classroom teacher and paraprofessional, salary/fringe for substitute teacher/aide, instructional materials and supplies, testing materials, health screenings and field trips. All other expenditures are considered indirect.

FC will submit a final disbursement report to SBBC on or before July 26, 2002. Undisbursed funds will be carried forward to be applied to the next fiscal year.

2.27 **Supervision.** FC will provide administrative supervision and evaluation of the instructional program and program staff, including providing SBBC'S administrator responsible for reporting instructional FTE, with the documentation necessary to generate FTE and to fulfill audit requirements.

2.28 **Attendance.** FC will report the attendance, including withdrawal and entries, accurately on a monthly basis as directed by the principal who is responsible for reporting the FTE and maintaining audit documentation.

2.29 **Enrollment.** FC will notify SBBC promptly in writing if the number enrolled is fewer than those stated.

2.30 **Reimbursement.** FC agrees to reimburse SBBC all sums of money which SBBC may be required to reimburse to the State due to any acts or omissions by FC.

2.31 **Demographics.** FC will provide demographic and other registration information required as prescribed by SBBC for the computerized statewide student database and any other surveys required by the state. The initial data elements are due at least two weeks prior to the beginning of the FTE count in October. All withdrawals and entries will be kept current throughout the year on a monthly basis.

2.32 **Progress Reports.** FC will provide SBBC with periodic progress reports on the program within ten (10) working days after receiving a written request to include client identifiable information, statistics and data on the number of persons served and other such reports and information as may be required by SBBC and Department of Education.

2.33 **Audit.** FC will allow appropriate staff of SBBC to formally audit FC'S records and bookkeeping procedures and the instructional program in compliance with this contract.

2.34 **Student Records.** FC will return all student records to SBBC within 10 days of the student's withdrawal or within 10 days of the last day of school for students, whichever comes first.

2.35 **Retention of Records.** FC will retain all financial records, supporting documents, statistical records, and any other documents pertinent to this contract for a period of five (5) years after termination of this contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings.

2.36 **Certificate of Insurance.** FC will furnish SBBC with a certificate of insurance naming SBBC as an additional insured before August 27, 2001. The coverage shall be provided by the companies licensed to write insurance in the State of Florida in amounts not less than:

Worker's Compensation	Statutory
General Liability	One million dollars (\$1,000,000)
Auto Liability	One million dollars (\$1,000,000)

2.37 **Publicity.** FC will identify SBBC'S role as a provider of instructional services for preschool students in any and all public documents, brochures, videos and newsletters which are developed for the preschool program.

2.38 **Disputes.** FC will resolve any complaints or grievances brought to FC by SBBC.

2.39 **Volunteers.** FC will ensure that each site complete SBBC'S Volunteer Registration Form for every volunteer assisting students and teachers at FC.

2.40 **Fees.** FC will collect the fees from enrolling preschool parents based upon the sliding fee scale established by the Broward County School Readiness Coalition and as required by Section 411.01, Florida Statutes. FC shall remit such fees to SBBC within 30 (thirty) days of their collection.

2.41 **Method of Payment.** Payment by SBBC to FC will be made for the five month period of August 27, 2001, through January 17, 2002, for the six- hour program day will be based upon the number of students enrolled as of October 8, 2001, and in attendance during one of the eleven days of the official FTE survey period in October 2001. Payment by SBBC to FC will be made for the five month period of January 22, 2002, through June 13, 2002, for the six-hour program day will be based upon the number of students enrolled as of February 4, 2002, and in attendance during one of the eleven days of the official FTE survey period in February 2002.

Payment by SBBC to FC will be made for the five month period of August 27, 2001, through January 17, 2002, for the four- hour extended day will be based upon the number of students enrolled as of October 8, 2001, and in attendance each month. This number may not exceed the number of students enrolled and in attendance during one of the eleven days of the official FTE survey period in October 2001. Payment by SBBC to FC will be made for the five month period of January 22, 2002, through June 13, 2002, for the four hour- extended day will be based upon the number of students enrolled as of February 4, 2002, and in attendance

each month. This number may not exceed the number of students enrolled and in attendance during one of the eleven days of the official FTE survey period in February 2002.

Payments by SBBC to FC will be made will be made in ten installments (September 2001 through June 2002) payable 30 days after receipt of invoice for the previous month. The total amount payable for the year will not exceed \$221,520. If the actual number of students enrolled and in attendance for the six hour program day is fewer than 60 students, adjustments will be made to each payment subsequent to the October and February survey periods. In order to facilitate payment, FC will provide monthly disbursement reports and documentation of student enrollment and attendance to SBBC to support each monthly invoice.

Payments by SBBC will be made to:

FAMILY CENTRAL, INC.  
840 SW 81 Avenue  
North Lauderdale, Florida 33068

The above payments are subject to the terms and conditions noted in Article 2.01 and 2.02.

2.42 **Indemnification.**

A. By SBBC: SBBC agrees to be fully responsible for its acts of negligence, or its agent's acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence.

B. By FC: FC 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 FC, its agents, servants or employees; the equipment of FC, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of FC or the negligence of FC'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 FC, SBBC or otherwise.

**ARTICLE 3 – GENERAL CONDITIONS**

3.01 **No Waiver of Sovereign Immunity.** Nothing contained in this Agreement is intended to serve as a waiver of sovereign immunity by any agency to which sovereign immunity may be applicable.

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 contract.

3.03 **Non-Discrimination.** The parties shall not discriminate against any employee or participant in the performance of the duties, responsibilities and obligations under this Agreement because of race, age, religion, color, gender, national origin, marital status, disability or sexual orientation.

3.04 **Termination.** This Agreement may be canceled by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement.

3.05 **Records.** Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees of non-compliance with that law.

3.06 **Entire 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.

3.07 **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.

3.08 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advise 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.

3.09 **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. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.



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

3.11 **Governing Law.** 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 to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida.

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

3.13 **Assignment.** Neither this Agreement or any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party.

3.14 **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, 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 a lack of funds on the part of either party be deemed Force Majeure.

3.15 **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.

3.16 **Severability.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforcability or unlawful or void nature of that provision shall not effect any other provision and this Agreement shall be considered as if such invalid, illegal, unlawful, unenforceable or void provision had never been included herein.

3.17 **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: Kathy Sedlack, Coordinator,  
Prekindergarten Early Intervention  
600 Southeast Third Avenue Sixth Floor  
Fort Lauderdale, Florida 33301

To FC: Dr. Barbara Weinstein, Executive Director  
840 SW 81 Avenue  
North Lauderdale, Florida 33068

3.18 **Captions.** The captions, section numbers, article numbers, title and headings appearing in this Agreement are inserted only as a matter of convenience 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 this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.19 **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.

**FOR SBBC**

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD  
COUNTY, FLORIDA

ATTEST:

By \_\_\_\_\_  
Paul D. Eichner, Esq., Chairperson

\_\_\_\_\_  
Franklin L. Till, Jr., Superintendent of  
Schools

Approved as to Form:

\_\_\_\_\_  
School Board Attorney

**FOR FC**

(Corporate Seal)

FAMILY CENTRAL, INC.

ATTEST:

By \_\_\_\_\_  
**Barbara Weinstein, Ed.D., CEO**

\_\_\_\_\_  
Secretary

-or-

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**The Following Notarization is Required for Every Agreement Without Regard to Whether the Party Chose to Use a Secretary's Attestation or Two (2) Witnesses.**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Barbara Weinstein, Ed.D., CEO for FL on behalf of the corporation/agency.

She is personally known to me or produced \_\_\_\_\_ as identification and did/did not first take an oath. Type of Identification

My Commission Expires:

\_\_\_\_\_  
Signature – Notary Public

(SEAL)

\_\_\_\_\_  
Printed Name of Notary

\_\_\_\_\_  
Notary's Commission No.