



Empowering leaders. Transforming
schools for every student.

This Agreement is entered into as of August 1, 2022 by and between The Leadership Academy and Gwinnett County Public Schools. It is mutually agreed that The Leadership Academy will provide the following to Gwinnett County Public Schools, unless modified by the mutual written agreement of the parties:

1. **Timeline:** August 1, 2022 through June 30, 2023
2. **Scope:** The scope of services as described in The Leadership Academy proposal to Gwinnett Public Schools dated July 21, 2022.
3. **Cost:**

As described in The Leadership Academy proposal to Gwinnett County Public Schools dated July 21, 2022, the total price is \$31,400.

These fees cover Leadership Academy personnel time; they do not include Gwinnett County Public Schools staff time, or any costs connected to meetings of the core district team or focus groups (space, A/V, telecommunications, etc.)

The Leadership Academy will invoice \$15,700 upon contract signing and fully executed and \$15,700 at completion.

Payment will be due 30 days from receipt of invoice. Please remit to The Leadership Academy, Attention: Finance Department, 10-27 46th Ave, 1st Floor, Long Island City, NY 11101.

4. **Coordination**

The Leadership Academy designates Philip S. Benowitz, (908) 803-0173; pbenowitz@leadershipacademy.org as its representative and point of contact and notification for all purposes.

Gwinnett County Public Schools designates, Dr. Kendra Washington-Bass, Kensdra.Washington.Bass@gcpsk12.org, as its representative and point of contact for all purposes.

5. **Consultation**

In the event that the scope of work or timeline set forth in this agreement changes due to scheduling adjustments or other circumstances that are not due to any failure, or under the reasonable control of The Leadership Academy, The Leadership Academy will immediately notify Gwinnett County Public Schools in writing regarding such change and the potential impact that change may have upon the schedule and work specifications set forth above. Moreover, The Leadership Academy and Gwinnett County Public Schools shall evaluate alternative resolutions in a timely manner thereafter and agree upon a course of action that best achieves the project's overall goals, scope of work and deliverables.

6. Independent Contractor

The Leadership Academy shall engage in performance of this contract as an independent contractor. No Leadership Academy employee shall be deemed an employee, agent or representative of the Gwinnett County Public Schools and nothing contained herein shall be construed to imply or create a relationship as partners, joint ventures or of an agency between the parties hereto.

7. Intellectual Property

Copyright and Intellectual Property Rights in materials created or fixed in any tangible medium of expression by The Leadership Academy in the performance of this Agreement shall rest in The Leadership Academy. However, The Leadership Academy grants Gwinnett County Public Schools a royalty-free, nonexclusive, perpetual, and irrevocable license to reproduce, copy, adapt, distribute, publicly display, perform, make derivative works of or otherwise use the materials created pursuant to this Agreement. Gwinnett County Public Schools agrees not to license, assign or otherwise transfer any of the materials created by The Leadership Academy pursuant to this Agreement to, or permit the use of such materials by, any third person or entity.

8. Insurance

The Leadership Academy shall secure and maintain throughout the duration of this contract insurance of such types and in such amounts as may be reasonably necessary to protect itself, and the interests of Gwinnett County Public Schools against all hazards or risks of loss as herein specified.

9. Choice of Law & Jurisdiction

This Agreement will be governed by Georgia contract law, and by United States law applicable to any federal issues, including those arising under United States copyright law. If any part of this Agreement is found to be unenforceable, the rest will remain in full force and effect. Jurisdiction and venue shall be in Gwinnett County, Georgia.

10. Entire Agreement

This Agreement sets forth the entire agreement between the parties with respect to the subject matter hereof and may not be modified or amended except by written agreement executed by the Parties hereto.

11. Modification

No alteration or modification to any of the provisions of this agreement shall be valid unless made in writing and signed by both parties.

12. Counterparts

This agreement may be executed in counterpart originals.

The Leadership Academy

By

Nancy Gutierrez

Print Name

Handwritten signature of Nancy Gutierrez in blue ink.

Signature

August 4, 2022

Date

Gwinnett County Public Schools

By

Handwritten signature of Kevin Kriens in blue ink.

Print Name

Handwritten signature of Kevin Kriens in blue ink.

Signature

8.3.22

Date

July 21, 2022

Proposal to Gwinnett County Public Schools to Provide Coaching for Culturally Responsive Leaders

The Leadership Academy is pleased to submit this proposal to Gwinnett County Public Schools (GCPS) to continue our 10-year partnership with the design and facilitation of Coaching for Culturally Responsive Leadership (CCRL). This program will support GCPS strategic priorities of empathy, equity, effectiveness, and excellence.

This proposal introduces The Leadership Academy, discusses our understanding of your needs and proposed scope of services along with the estimated timing and price.

Introduction to The Leadership Academy

The Leadership Academy understands the importance of culturally responsive leadership and practice. We are a nationally recognized nonprofit organization with a clear mission: to build the capacity of educational leaders, at every level of the system, to confront inequities and create the conditions necessary for all students to thrive. We are committed to eliminating the inequities that students experience based on race and other factors, through the development of school- and system-based leaders with the will and skill to build culturally responsive, equitable learning environments that serve all students. We were created as a “disruptor” organization intended to help recruit, develop, and support outstanding leaders for New York City’s lowest-performing schools and bring more women and people of color into the principal ranks. Since then, we have worked with a wide range of districts, charter schools, state departments of education, universities, and others to build and support school and district leaders, always with students – and especially students from groups that are persistently experiencing disparities in academic outcomes – as the focal point of what we do. To build and maintain our capacity to focus on equity, we have invested in:

- Building our **internal personal and professional capacity** through ongoing, multi-year staff development focused on equity and culturally responsive leadership.
- Developing **new curriculum** (in partnership with Student Achievement Partners) focused on building aspiring and sitting leader capacity to advance culturally responsive practices and instruction and to more effectively engage with parents/communities.
- Developing a set of **6 key leadership dispositions** related to advancing equity that **underpin our equity-focused professional learning** for leaders, ensuring that we help leaders not only learn to talk about equity, but also *to act*.
- Revising our school and district **Leadership Actions** to reflect the importance of culturally responsive leadership on behalf of all students.
- **Providing thought leadership** on equity and culturally responsive leadership through published articles, keynotes, and our blog (sample articles include The Leadership Academy President & CEO Nancy Gutiérrez’s co-authored op-ed in the Daily News and article Expect Pushback When Leading for Equity; and Chief Access & Equity Officer Mary-Rice Boothe’s article in District Administration, So You Want to Hire- Or Become- an Equity Officer?).

- **Developing new tools and services** to support our work in this area, including our Portrait of a Culturally Responsive School System, a guide designed to support leaders in consciously disrupting systemic racism and decentering dominant culture in order to accelerate learning for every student, and the Culturally Responsive Classroom Walkthrough Guide, a unique observation tool for the classroom which helps leaders to examine and understanding impact in the classroom. For more information on these tools and services, please visit the Resources & Tools section of our website.

While we have worked with educators and school systems across 37 states (including Georgia and GCPS), **we are not typical trainers**. We do not use off-the-shelf, one-size-fits-all solutions or canned workshops. We bring proven program models and a well-defined approach to culturally responsive leadership development, and then tailor the work for the **local context**. Furthermore, we embrace opportunities to **work side-by-side** with our partners to transfer our knowledge and skills to a local team who can own, build on, and sustain the work long after our contract has ended. We believe that **capacity-building** helps make a difference in the long run.

Our Understanding of Your Needs and Objectives

Based on recent conversations with GCPS, we understand that your district is rebuilding its leadership coaching program and wants to provide coach training for the coaches as well as select members of the GCPS leadership team to establish a shared coaching model and vocabulary. We also understand that equity, especially racial equity, has not only become a recognized district priority but a more frequent subject of discussion and, in some cases, concern among staff and the broader community. The Leadership Academy's Coaching for Culturally Responsive Leadership program will build the coaching capacity of the participating coaches and leaders as well as their ability to engage in coaching discussions about equity and race.

Overview of Services

Based on our understanding of your needs and objectives, The Leadership Academy will partner with GCPS and deliver Coaching for Culturally Responsive Leadership (CCRL) **for up to ten participants including six coaches and four district-level directors**. CCRL is our foundational coach training program that trains novice leadership coaches and leaders who take a coaching stance in their work. Participants will be introduced to our facilitative, competency-based coaching model and learn the language, skills, and tools to develop leaders for transformational change. Participants will learn how to coach effectively toward culturally responsive leadership practices that advance equity for all students, support leaders in identifying and applying high-impact action steps to dismantle inequitable practices and accelerate school transformation and student learning.

- Through facilitated large and small group discussion, role plays, skill-building, and practice with feedback, participants will: Apply fundamental coaching skills (listening, questioning, and feedback) to support shifts in mindset and behavior.
- Explore experiences and implications of racial identity, privilege, and systemic oppression.
- Unpack culturally responsive leadership practice: what it looks like and what it entails.
- Create the conditions for coaching moving forward.

A team of Leadership Academy facilitators will facilitate CCRL at GCPS over two full consecutive days. Approximately 30 to 60 minutes of pre-work will be provided to participants in advance of the program including activities like videos, readings, or guided reflection.

Additionally, after the last CCRL session The Leadership Academy will schedule one hour of targeted support for each participant where they will meet with one of the program facilitators to discuss an upcoming coaching session, share a coaching video and receive feedback, etc.

Price

The price for the services described in this proposal will be \$31,400. This price includes Leadership Academy staff time and related out-of-pocket expenses. This price does not include GCPS staff time or travel costs, or any costs associated with space, A/V equipment/support, or participant food/beverage; GCPS will be responsible for these costs.

We will issue an invoice for \$31,400 at the completion of the final session.

Specific dates and times for all sessions will be determined by GCPS and The Leadership Academy once the contract for this work has been finalized.

Please Note:

The price in this proposal is valid for 45 days from the date of this proposal. If this proposal has not been approved by that date, the price and the availability of staff cannot be guaranteed.

In Person vs Virtual Work

Given the ongoing public health concerns associated with COVID-19, we are evaluating the safety of in-person delivery and travel for our clients and staff every 3-4 months. While this proposal includes in-person sessions at Gwinnett County Public Schools, we reserve the right to shift these sessions from in-person to virtual if local COVID-19 transmission rates are high and/or require participants to wear masks during in-person sessions to protect our staff. As it relates to COVID-19 transmission rates, "local" includes rates in the locations where The Leadership Academy team members reside as well as the Gwinnett County area. We will work collaboratively with Gwinnett County Public Schools to monitor these issues.

We appreciate the opportunity to submit this proposal and look forward to working with you.

Amendment to Contract Between Gwinnett County Public Schools and The Leadership Academy

Overview

This document describes agreed-upon changes to the contract between The Leadership Academy and Gwinnett County Public Schools (GCPS) based on a Leadership Academy proposal to GCPS dated July 21, 2022. As explained below, the specific contract changes focus on the scope of services.

Relevant Activity in the Original Contract:

The original contract included the design and facilitation of *Coaching for Culturally Responsive Leadership*. Following the last session, The Leadership Academy planned one hour of targeted support for each participant where one of the program facilitators would meet with a GCPS participant to discuss an upcoming coaching session, share a coaching video, and/or receive feedback.

Requested Change:

GCPS wants to eliminate the 1-hour check-ins with each participant and replace it with the design and facilitation of a one-day in-person professional learning session for the same participants (up to 10). During this one-day session, participants will:

- Build on a foundation of Zaretta Hammond's work to unpack Gwinnett County Public Schools culture.
- Apply Paul Gorski's work on equity detours as a lens to examine current context and conventions.
- Explore the iceberg construct for systemic transformation and identify opportunities to leverage coaching to support change.
- Practice coaching skills centered on supporting culturally responsive practice.

Change in Price

Based on the above changes in the scope of services, The Leadership Academy's total price is adjusted to \$38,900 which reflects an additional \$7,500 from the original contract price of \$31,400. The new price also reflects a credit of \$3,000 for the 1-hour check-ins that were never provided. Our price includes Leadership Academy staff time and related out-of-pocket expenses for the one-day in-person professional learning session. This price does not include GCPS staff time or travel costs, or any costs associated with space, A/V equipment/support, or participant food/beverage; GCPS will be responsible for these costs.

The Leadership Academy will issue an invoice for the updated balance of the contract after the delivery of the additional session.

Please Note

The prices stated in this document are valid for 45 days from the stated date. If this contract amendment has not been approved by that date, the price and the availability of staff cannot be guaranteed.

If the terms of this amendment are agreeable, please execute this agreement below.

For The Leadership Academy:

Mary Jo Dunnington

Name

Executive Director

Title

March 3, 2023

Date

For Gwinnett County Public Schools:

Kevin Kriews

Mr. Kevin Kriews

Director Purchasing and Property
Management

3.2.23

Date



The Leadership Academy
10-27 46th Avenue
Long Island City, NY
11101
Phone (646) 666-8181
Tax ID# 03-0503570

Reg. #165632

INVOICE

INVOICE #: INV-00223
DATE: 01/03/2023
DUE DATE: 01/30/2023
REF #: THE LEADERSHIP ACADEMY
CCRL FY23

BILL TO: GCPS-Leadership Development

DESCRIPTION / MEMO	AMOUNT
The Leadership Academy Professional Services Culturally Responsive Leadership Coaching FY23 services through Dec 2022.	\$15,700.00
TOTAL AMOUNT:	\$15,700.00

TSL

Notes

☑ 466-300000-132640-1866-8010

Please make check payable to: The Leadership Academy
Please remit payment to:
Bernadette Pizzurro, Finance Department, 10-27 46th Avenue, Suite 101, Long Island City, NY 11101

Wire and ACH- JP Morgan Chase Bank, NJ, ABA#021000021, A/C#000000530634899
Wire and ACH remit info to bpizzurro@leadershipacademy.org



The Leadership Academy
10-27 46th Avenue
Long Island City, NY
11101
Phone (646) 666-8181
Tax ID# 03-0503570

Reg. 178764

INVOICE

INVOICE #: INV-00271

DATE: 05/18/2023

DUE DATE: 06/15/2023

REF #: THE LEADERSHIP ACADEMY

CCRL FY23

BILL TO: GCPS-Leadership Development

DESCRIPTION / MEMO	AMOUNT
<p>The Leadership Academy Professional Services</p> <p>Design and facilitation of a one-day in-person professional learning sessions for up to 10 participants: w Build foundation of Z Hammond work to unpack GCPS culture Apply Paul Gorski work on equity donors as a lens Explore iceberg construct for systemic transformation Practice coaching skills</p>	\$23,200.00
TOTAL AMOUNT:	\$23,200.00

Notes

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Long Island City, NY
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Reg. #165632

INVOICE

INVOICE # INV-00223 ✓
DATE: 01/03/2023 ✓
DUE DATE: 01/30/2023
REF #: THE LEADERSHIP ACADEMY
CCRL FY23

RECEIVED
GCPS
FEB 15 2023
ACCOUNTS
PAYABLE

BILL TO: GCPS-Leadership Development

DESCRIPTION / MEMO	AMOUNT
The Leadership Academy Professional Services Culturally Responsive Leadership Coaching FY23 services through Dec 2022.	\$15,700.00
PAID GR	
TOTAL AMOUNT:	\$15,700.00 ✓

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TSL

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ACK
2/15/23



The Leadership Academy
10-27 46th Avenue
Long Island City, NY
11101
Phone (646) 666-8181
Tax ID# 03-0503570

Reg. 178764
W#0238601

INVOICE

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CCRL FY23

PAID
SAM

BILL TO: GCPS-Leadership Development

DESCRIPTION / MEMO	AMOUNT
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TOTAL AMOUNT:	\$23,200.00

RECEIVED
GCPS

JUN 30 2023

ACCOUNTS
PAYABLE

JCK
7/3/23

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