



PERFORMANCE *fact*, INC.

*Developing leaders. Transforming Practices. Inspiring Results.*

Agreement between  
**STANWOOD-CAMANO SCHOOL DISTRICT** (Stanwood, WA)  
and **PERFORMANCE FACT, Inc.**  
regarding **Equity-centered Strategic Planning Process**

**BACKGROUND**

This Agreement outlines the scope of professional services that Performance Fact, Inc. will provide to **STANWOOD-CAMANO SCHOOL DISTRICT** ("Client"). It has been prepared in order to align Performance Fact and the Client on common purpose and to ensure outcomes that are fair and just for all parties.

**1. PARTIES**

This Agreement is made in September 2021 between the Client and Performance Fact, Inc. The project manager for the Client is Dr. Deborah Rumbaugh, Superintendent of Schools. The project manager for Performance Fact, Inc. is Mutiu Fagbayi, President/CEO. This Agreement covers the period from October 2021 to May 2022. It is generally understood that additional individuals designated by the Client and Performance Fact project managers may play significant roles during certain phases of this project.

**2. SCOPE OF WORK**

(See Exhibit A, attached)

**3. PAYMENT/EXPENSES**

The Client will pay Performance Fact a total of **\$79,500** for professional services according to the estimates and scope of work outlined in *Exhibit A*.

The amount will cover fees for professional services and expenses associated with the project, including, development and compilation of presentation materials and ongoing communication with the Superintendent, and with the Board and other stakeholders, as appropriate.

**4. RESCHEDULING/CANCELLATION POLICY**

Rescheduling/Cancellations of Specific Events/Activities per Contract:

- More than 30 days prior to scheduled date: No additional charge
- Less than 30 days before scheduled date: \$500 additional fee payable by Client.

**5. LOGISTICS**

The Client or its designee(s) will oversee all logistics related to meetings, workshops and other gatherings associated with this project, including participants' access to zoom (or equivalent) web conferencing, when applicable.

**6. PAYMENT SCHEDULE**

Performance Fact will invoice the Client according to the following schedule:

|                  |          |
|------------------|----------|
| December 1, 2021 | \$13,250 |
| January 1, 2022  | \$13,250 |
| February 1, 2022 | \$13,250 |
| March 1, 2022    | \$13,250 |
| April 1, 2022    | \$13,250 |
| May 1, 2022      | \$13,250 |

**7. DISPUTE RESOLUTION**

If a dispute arises out of or relates to this Agreement or a breach of this Agreement, and that dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation through the Commercial Mediation Rules of the American Arbitration Association, before resorting to arbitration.

In the event the dispute is not resolved by mediation, the parties agree to resolve the conflict through arbitration under the rules of the American Arbitration Association.

**8. EQUAL EMPLOYMENT OPPORTUNITY**

Performance Fact does not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability, or marital status.

**9. OWNERSHIP OF MATERIALS**

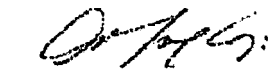
Performance Fact will be using propriety material during portions of the Contract. Such material shall remain the exclusive property of Performance Fact, and shall not be further disseminated without the express written consent of Performance Fact. In the event written permission is granted, acknowledgement of source for all Performance Fact proprietary materials, tools, processes, etc. is required.

**CONTRACT TERMS ACCEPTED:**

**PERFORMANCE FACT SIGNATORY**

MUTIU O. FAGBAYI

Name



Signature

President/CEO

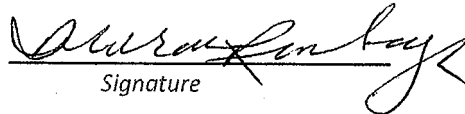
Title

September 14, 2021

**STANWOOD-CAMANO SIGNATORY**

Deborah Rumbaugh, Ed.D.

Name (Please Print)



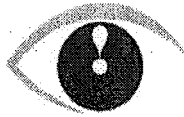
Signature

Superintendent

Title

9/21/21

Date



PERFORMANCE

*fact*

## INVOICE

Performance Fact, Inc.  
4022 Balfour Ave  
Oakland, CA 94610  
(510)568-7944  
contact@performancefact.com  
www.performancefact.com

### BILL TO

Dr. Deborah Rumbaugh  
Stanwood-Camano School  
District  
26920 Pioneer Hwy  
Stanwood, Washington 98292  
United States

INVOICE # 1512

DATE 12/01/2021

DUE DATE 12/31/2021

TERMS Net 30

| ACTIVITY   | QTY | RATE      | AMOUNT    |
|--|-----|-----------|-----------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00 |

Invoice 1 of 6

BALANCE DUE

**\$13,250.00**

*OK to Pay*

*[Signature]* *12/3/21*  
\_\_\_\_\_  
*Deborah Rumbaugh* *Date*

79,500.00 =

6 \* = K

13,250.00 =

PO # 1122100061



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## INVOICE

### BILL TO

Dr. Deborah Rumbaugh  
Stanwood-Camano School  
District  
26920 Pioneer Hwy  
Stanwood, Washington 98292  
United States

INVOICE # 1520

DATE 01/03/2022

DUE DATE 02/02/2022

TERMS Net 30

| ACTIVITY   | QTY | RATE      | AMOUNT    |
|--|-----|-----------|-----------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00 |


✓ Invoice 2 or 6

BALANCE DUE

**\$13,250.00**

PO # 1122100061 P

OK to Pay

  
Deborah Rumbaugh, Ed.D

1/6/22



PERFORMANCE

*fact*

Performance Fact, Inc.

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Oakland, CA 94610

(510)568-7944

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## INVOICE

### BILL TO

Dr. Deborah Rumbaugh

Stanwood-Camano School

District

26920 Pioneer Hwy

Stanwood, Washington 98292

United States

INVOICE # 1531

DATE 02/07/2022

DUE DATE 03/09/2022

TERMS Net 30

| ACTIVITY   | QTY | RATE      | AMOUNT    |
|--|-----|-----------|-----------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00 |

Invoice 3 of 6


BALANCE DUE

**\$13,250.00**

PO # 1122100061

2-10-22

OK to Pay

  
Deborah Rumbaugh, Ed.D.



PERFORMANCE

*fact*

Performance Fact, Inc.

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Oakland, CA 94610

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www.performancefact.com

*remitted to here*

## INVOICE

### BILL TO

Dr. Deborah Rumbaugh

Stanwood-Camano School

District

26920 Pioneer Hwy

Stanwood, Washington 98292

United States

INVOICE # 1541

DATE 03/07/2022

DUE DATE 04/06/2022

TERMS Net 30

| ACTIVITY   | QTY | RATE      | AMOUNT    |
|--|-----|-----------|-----------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00 |

Invoice 4 of 6

BALANCE DUE

**\$13,250.00**

*PO# 1122100061*

*OK to Pay*

*Deborah Rumbaugh*  
Deborah Rumbaugh, Ed.D. *3/10/22*  
Date

11221 W061

# 5



PERFORMANCE

fact

# INVOICE

Performance Fact, Inc.  
4022 Balfour Ave  
Oakland, CA 94610  
(510)568-7944  
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**BILL TO**  
Dr. Deborah Rumbaugh  
Stanwood-Camano School  
District  
26920 Pioneer Hwy  
Stanwood, Washington 98292  
United States

**INVOICE #** 1549  
**DATE** 04/12/2022  
**DUE DATE** 05/12/2022  
**TERMS** Net 30

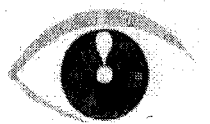
| ACTIVITY   | QTY | RATE      | AMOUNT    |
|--|-----|-----------|-----------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00 |

Invoice 5 or 6 **BALANCE DUE** **\$13,250.00**

OK to Pay

Deborah Rumbaugh 4/12/22  
Deborah Rumbaugh, Ed.D. Date

~~WEAP MEND~~



PERFORMANCE

fact

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## INVOICE

### BILL TO

Dr. Deborah Rumbaugh  
Stanwood-Camano School  
District  
26920 Pioneer Hwy  
Stanwood, Washington 98292  
United States

INVOICE # 1558

DATE 05/16/2022

DUE DATE 06/15/2022


TERMS Net 30

*Final*

| ACTIVITY   | QTY | RATE      | AMOUNT      |
|--|-----|-----------|-------------|
| Services - Strategic Planning<br>Strategic Planning Facilitation | 1   | 13,250.00 | 13,250.00   |
| BALANCE DUE  |     |           | \$13,250.00 |

Invoice 6 or 6X

*OK to Pay*

  
Deborah Rumbaugh, Ed.D.

*5/17/22*  
Date