

INDEPENDENT SCHOOL DISTRICT 271  
Bloomington, Minnesota

**REQUEST FOR SCHOOL BOARD ACTION**

DATE OF BOARD MEETING: January 14, 2019

SUBJECT: Services Agreement with Houghton Mifflin Harcourt  
International Center for Leadership in Education/Math  
Solutions

ORIGINATING DEPARTMENT: Learning & Teaching


APPROVAL OF ADMINISTRATIVE  
CABINET MEMBER: Andrew Kubas  
Executive Director of Learning & Teaching 

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**RESOLUTION FOR BOARD TO ADOPT:**

RESOLVED, that the School Board of Independent School District 271 approves the services agreement with Houghton Mifflin Harcourt, in collaboration with International Center for Leadership in Education/Math Solutions, for professional development services in the amount of \$52,500.

**RECOMMENDATION OF SUPERINTENDENT:**

Approve. 

**BACKGROUND:**

This agreement outlines professional services to occur between February 28, 2019 and April 30, 2020. Houghton Mifflin Harcourt, in collaboration with the International Center for Leadership in Education and Math Solutions, will provide professional development on the topic of math instruction to K-5 teachers and principals in the form of 6 full day courses and 8 days of onsite job-embedded coaching.

This agreement has been reviewed by the District's legal counsel and insurance carrier of record.

**SERVICES AGREEMENT**

CP: 007044782

NAME OF DISTRICT: BLOOMINGTON PUBLIC SCHOOL DISTRICT

Date	Qty	Description	Cost
February 28, 2019	1	<i>Leading the Transformation of Mathematics Teaching and Learning</i> <u>K-5 Instructional Leaders and Coaches</u>	\$3,850
April 16, 2019	1	<i>Developing Math Coaching Expertise</i> <u>K-5 Instructional Leaders and Coaches</u>	\$3,850
June 18-19, 2019 or June 19-20, 2019	2	<i>Making Sense of Math: Reasoning and Discourse</i> <u>K-5 Teachers</u>	\$7,700
August 13-14, 2019 or August 14-15, 2019	2	<i>Making Sense of Math: A Focus on Representations and Procedural Fluency</i> <u>K-5 Teachers</u>	\$7,700
September and November 2019; and February and April 2020	8	<i>Onsite Job-Embedded Coaching</i> <u>K-5 Instructional Leaders and Coaches</u>	\$30,800
Subtotal			\$53,900
Less Quantity Discount			-\$1,400
<b>Total (if contracted on or before January 31, 2019)</b>			<b>\$52,500</b>

Total Cost Includes	
<b>Travel and Expenses</b>	<ul style="list-style-type: none"> <li>- Airfare</li> <li>- Ground transportation</li> <li>- Lodging</li> <li>- Meals</li> <li>- All other travel expenses</li> </ul>
<b>Materials</b>	- Instructional materials used during the session (as applicable)

*Services Agreement valid for 30 days -*

*Subject to terms and conditions, located at: <http://www.hmhco.com/common/terms-conditions#hmhstc>*

The district referenced above hereby accepts and agrees to the details set forth in this Services Summary, including dates and fees, subject to the terms and conditions.

**CLIENT:**

Signature: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

- Is a PO needed in order to pay invoice?  Yes  No
- Is the PO attached?  Yes  No If no, anticipated date of PO: \_\_\_\_\_
- Please invoice from Houghton Mifflin Harcourt:  Upon delivery of service or  Upfront
- If invoice 'upon delivery of service' is selected, please indicate funding/PO expiration/last date HMH can invoice: \_\_\_\_\_
- Please return Services Agreement and PO (payable to Houghton Mifflin Harcourt) to: [ashley.ahlborn@hmhco.com](mailto:ashley.ahlborn@hmhco.com) or fax 303.504.9417

Amendment

"Houghton Mifflin Harcourt Services Terms and Conditions" – Houghton Mifflin Harcourt Publishing Company

On this \_\_\_\_ day of January 2019, Houghton Mifflin Harcourt Publishing Company ("HMH") and Bloomington Public School District ("District") hereby agree that the Houghton Mifflin Harcourt Services Terms and Conditions shall be modified as follows for the District's use of HMH software in all District locations and by all District users pursuant to the Proposal for ICLE CP# 007044782, to be executed in tandem with this Amendment.

**9. Jurisdiction, Venue, Choice of Law.**

Strike this section in its entirety and replace with the following:

"THE STATE COURTS OF MINNESOTA SITTING IN HENNEPIN COUNTY AND, IF THE JURISDICTIONAL PREREQUISITES EXIST AT THE TIME, THE UNITED STATES DISTRICT COURT FOR MINNESOTA SHALL HAVE THE SOLE AND EXCLUSIVE JURISDICTION TO HEAR AND DETERMINE ANY DISPUTE OR CONTROVERSY ARISING UNDER OR CONCERNING THIS CONTRACT. THIS CONTRACT AND THE RIGHTS AND OBLIGATIONS OF THE PARTIES HERETO SHALL BE CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE THE STATE OF MINNESOTA, WITHOUT REFERENCE TO ITS PRINCIPLES OF CONFLICTS OF LAWS, EXCEPT THAT FOR GOVERNMENTAL CUSTOMERS IN THE UNITED STATES THESE TERMS SHALL BE CONSTRUED AND ENFORCED IN ACCORDANCE WITH THE LAWS OF THE STATE IN WHICH THE GOVERNMENT AGENCY CUSTOMER IS LOCATED."

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed by their duly authorized representatives as of the date first written above.

HOUGHTON MIFFLIN HARCOURT PUBLISHING  
COMPANY

BLOOMINGTON PUBLIC SCHOOL DISTRICT

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

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

Name: Nicole Genova

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

Title: Director, Bids and Contracts

Title: \_\_\_\_\_



# Houghton Mifflin Harcourt

Proposal  
Prepared For

## Bloomington Pub Sch Dist 271

1350 W 106th St  
Bloomington MN 55431

For the Purchase of:

### ICLE

Prepared By  
Peter Helberg  
peter.helberg@hmhco.com

**PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.**



**Houghton Mifflin Harcourt**

Attention:  
Rachel Gens  
rgens@isd271.org  
HMH Confidential and Proprietary

Intervention Solutions Group  
255 38th St. Suite L  
St. Charles, IL 60174  
FAX: 800-724-4716  
InterventionSolutionsOrders@hmhco.com

Proposal Date: 12/10/2018

**Proposal for  
Bloomington Pub Sch Dist 271  
ICLE**

Expiration Date: 1/24/2019

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
<b>Materials and Services</b>						
3026365	9780545645720 ICLE Leading the Transformation of Mathematics Teaching and Learning <i>This full-day course provides leaders with insight into the current state standards based on the ideas of college and career readiness and a vision for classroom implementation. Participants learn what to look for during classroom observations to assess instruction in the "processes and proficiencies" outlined in the standards, as well as ways to support teachers as they begin to incorporate the standards into their classrooms. Participants observe a lesson taught by a Math Solutions instructor that demonstrates "best practice" instructional strategies around the processes and proficiencies. (Up to 35 Participants, 1 Day)</i>	\$3,850.00	1	\$3,850.00	\$100.00	\$3,750.00
3025900	9781328009357 Math Solutions Developing Math Coaching Expertise (Day 1 of 2)	\$3,850.00	1	\$3,850.00	\$100.00	\$3,750.00
3026222	9780545633284 Math Solutions Making Sense of Math: A Focus on Reasoning and Discourse <i>This full-day course is designed to introduce participants to the processes and habits of mind students need to develop, with particular emphasis on the role of reasoning and discourse in mathematics. During this course, teachers will engage in reasoning and discourse, and discuss the implications for their students. In addition, they analyze the complexity of mathematical tasks and consider strategies for transforming grade-level tasks to increase the level of rigor. (Up to 35 participants, 1 day)</i>	\$3,850.00	2	\$7,700.00	\$200.00	\$7,500.00
3026245	9780545551151 Math Solutions Group Coaching Day <i>Team (or group) coaching builds individual skills and leadership capacity through collaboration. It is the fastest way to synchronize your team, share experience and expertise, and collaborate on plans and protocols. Team Coaching include in-person lesson modeling. (Up to 15 Participants, 1 Day)</i>	\$3,850.00	8	\$30,800.00	\$800.00	\$30,000.00

**Total for Materials and Services** **\$45,000.00**  
**Total for -** **\$45,000.00**  
**Grade PK**

**Materials and Services**

3026225	9780545633307 Math Solutions Mathematical Thinking: A Focus on Representation and Procedural Fluency <i>This full-day course provides teachers with a deeper understanding of procedural fluency beyond merely the ability to memorize procedures and apply them with little understanding. In addition, teachers will learn strategies to support students in representing ideas visually, symbolically, and verbally, as well as strategies for helping students make connections between these different representations. (Up to 35 Participants, 1 Day)</i>	\$3,850.00	2	\$7,700.00	\$200.00	\$7,500.00
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**Total for Materials and Services** **\$7,500.00**  
**Total for Grade PK** **\$7,500.00**

<b>Proposal Summary</b>	
<b>Total Savings:</b>	<b>\$1,400.00</b>
<b>Subtotal Purchase Amount:</b>	<b>\$62,500.00</b>
<b>Shipping &amp; Handling (10.50%):</b>	<b>\$0.00</b>
<b>Total Cost of Proposal (PO Amount):</b>	<b>\$62,500.00</b>



Attention:  
Rachel Gens  
rgens@isd271.org  
HMH Confidential and Proprietary

Intervention Solutions Group  
255 38th St. Suite L  
St. Charles, IL 60174  
FAX: 800-724-4716  
InterventionSolutionsOrders@hmc.com

Proposal Date: 12/10/2018

Proposal for  
**Bloomington Pub Sch Dist 271**  
**ICLE**

Expiration Date: 1/24/2019

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
<b>Total Cost of Proposal (PO Amount):</b>		<b>\$ 52,500.00</b>				

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
  - o Point of Contact for Print materials
  - o Point of Contact for Digital materials
  - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

<b>Ship to:</b>	<b>Sold to:</b>
Bloomington Pub Schl Dist 271	Bloomington Pub Schl Dist 271
1350 W 106th St	1350 W 106th St
Bloomington MN 55431-4152	Bloomington MN 55431-4152

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Our standard shipping terms are FOB Shipping Point. The shipping term for your proposal is FOB Shipping Point.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase. Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

**Date of Proposal: 12/10/2018**

**Proposal Expiration Date: 1/24/2019**



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