THE PAEC PROFESSIONAL DEVELOPMENT CENTER (PDC)
RESOLUTION AND CONTRACT FOR DISTRICT PARTICIPATION

A resolution of the **Pembroke Pines-FSU Charter Elementary School**, pursuant to Florida Statutes 1001.42(14) and Florida State Board of Education Administrative Rule 6A-1.099, FAC, adopting an agreement made by and between **The School Board of Washington County, Florida,** fiscal agent for **The Panhandle Area Educational Consortium (PAEC) and PAEC Professional Development Center** and **Pembroke Pines-FSU Charter Elementary School,** has been reviewed by both parties. It is the decision of these participants that the resolution for rendering of services and benefits shall commence as of July 1, 2019 and shall end on June 30, 2020.

WHEREAS, Pembroke Pines-FSU Charter Elementary School has the power and the duty among other responsibilities to cooperate with other agencies in joint programs when it is to the best interest of the district, taxpayers, the education system, and the school children of the participant, and

WHEREAS, **The District School Board** agrees to participate along with other participating and member districts in the PAEC Professional Development Center (PAEC PDC) and

WHEREAS, PAEC is operated in compliance with all Florida Statutes and State Board of Education Administrative Rules, with all charges and assessments for services being made as recommended by the PAEC Professional Development Center Advisory Committee and approved by the Board of Directors of PAEC (a/k/a PAEC Professional Development Center).

THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto contract and agree as follows:

I. SERVICES TO DISTRICT

The general services to be provided by PAEC/PDC are to:

A. Coordinate and facilitate the PAEC Professional Development Center Council meetings with district instructional and curriculum administrators with opportunities for networking, sharing effective practices and Florida Department of Education updates. PAEC Professional Development Center will comply with all requirements relating to s.119.07, F.S, Florida's public records act.
B. Provide technical assistance with implementation of legislative mandates and FLDOE initiates.
C. Coordinate completion of the 5-year Master In-service Plan for Professional Development maximizing resources available to small and rural districts, with subsequent submission to the Florida Department of Education.
D. Develop and renew add-on endorsement packages.
E. Develop and update, as needed/required, a Leadership Development Plan.
F. Integrate a standard electronic Professional Learning Plan (PLP) with ePDC.
G. Coordinate completion of the Annual Professional Development Needs Assessments.
H. Update of the Professional Development System (ePDC) to meet revised Florida Statute guidelines and FDOE standards.
I. Provide annual update training for district administrators on the PAEC *electronic* Professional Development Connections (ePDC).
J. Provide discounted prices for PAEC online courses, except for Coaching Endorsement. PDC member price will be no more than $3/credit hour compared to $5.95/credit hour for non-members.
K. Provide a toll-free Technical Support Hotline.
L. Provide pre-audit technical assistance in preparation for Florida's Professional Development System Evaluation Protocol site visits.
M. Coordinate multi-district in-service activities in collaboration with district staff.
N. Collaborate with a variety of organizations/agencies to bring no-cost professional learning opportunities to PAEC member districts. PAEC consultants publicize, facilitate, register, track attendance, and provide and review implementation and evaluation follow up assignments.
O. Assist district or school staff with appropriate selection of presenters for delivery of needs-based professional development.
P. Provide additional services at no cost.

Services may include:

a. Seek legislative funding for local initiatives.
b. Grant writing assistance as requested.

c. Collaborate with colleges and universities to share information across the consortium regarding upcoming trainings.
d. Provide WIDA trainings and updates as needed or required.
e. Coordinate and provide an annual Leadership Conference event for district and school administrators.
f. Coordinate the PAEC Literacy Council meetings with district Reading staff and administrators.
g. Coordinate the PAEC Principal Convening sessions.
h. Coordinate the PAEC Guidance Counselors Convening sessions.
i. Coordinate and facilitate Textbook Adoption Fairs, as needed or required by the State.

II. GOVERNANCE.

The PAEC Board of Directors has established the PAEC Professional Development Center entity to work with districts on their PDC needs. As part of its work, the PAEC Professional Development Center shall have an Advisory Committee. The officers of the Council will be a chairperson and co-chairperson. Officers will also be voting members. The term of office will be two (2) years provided the officeholder has been reappointed to the PDC Council by his/her district school board. Nominees for chairperson shall have served a minimum of 12 months prior to nomination. The Committee shall assist the PAEC Executive Director in the overall management of PAEC PDC.

III. DISTRICT RESPONSIBILITIES

A. Superintendent will appoint one representative to serve on the Advisory Committee and that person will serve as the primary PDC contact (POC) between PAEC and district.
B. POCs will designate a backup contact.
C. Responsible for attending conference calls and trainings.
D. Responsible for facilitating internal communication regarding available trainings to district personnel.

IV. PAEC ASSETS. Training and Website materials provided by the PAEC Professional Development Center are strictly for the internal use of participating districts, including their administrators, staff, teachers, students, and parents. These materials cannot be reprinted, duplicated, sold, or distributed to anyone outside the participating school or school district without the express written consent of PAEC.

V. DISTRICT FINANCIAL PARTICIPATION. The Pembroke Pines-FSU Charter Elementary School, will pay for services received through participating in the PAEC PDC program. All assessments will be based on actual costs incurred, prorated among participants on the base plus unweighted FTE basis. Each participating district hereby agrees to pay a sum per most recent unweighted FTE 3rd calculation as per the 2018-19 year's enrollment 713.00 a rate of $3.50 This contribution shall be the total obligation of each participating district during the agreement year. Payment must be made by the District and received by PAEC by August 15 of each year in which the district is participating.

VI. TERMS OF AGREEMENT. The term of this agreement with PAEC PDC shall commence as of July 1 of each school year (the "renewal date") and shall end on June 30 of each school year (the "termination date"), unless the participating district chooses to renew this resolution/contract for an additional year. Each District entering into a resolution/contract with PAEC PDC shall do so effective July 1 unless specified to the contrary.

VII. TERMINATION/SUSPENSION OF AGREEMENT

A. TERMINATION BY DISTRICT

Written notice of intent to withdraw ("Terminate") from participation in the PAEC PDC program must be provided by the participating district to the PAEC Executive Director at least six months prior to the renewal date. This resolution/contract will automatically renew for an additional 1-year period if such written notice is not timely received by the PAEC Executive Director.

B. SUSPENSION OF SERVICES BY PAEC

The Board of Directors of PAEC may suspend and decline to provide services to a participating district because of failure to:

- Make full payment by September 1st of each year
- For DRS schools, provide proof of agreement with their statutorily assigned university affiliate (s. 1003.32, FS) by September 1st of each year

C. WITHDRAWAL BY FISCAL AGENT

The fiscal agent must provide written notification by certified mail to the Superintendent/DRS Director of each participating district if services are to be discontinued. Notification must be received at least six months prior to the renewal date (July 1st).

VIII. ADMINISTRATIVE/STAFFING. PAEC Student Data Services is administered under the PAEC Board of Directors. Washington County Schools will serve as the Fiscal Agent and District of Record. PAEC Student Data Services staff will be under the supervision of the PAEC Executive Director and function as part of the consortium staff. The Student Data Services program shall contribute its pro-rata share of the PAEC/Fiscal Agent Annual Agreement and PAEC Overhead Funding Plan.

IX. EQUIPMENT PURCHASES AND TRANSFERS. The equipment purchased to facilitate the center operation will be vested in the PAEC District of Record, the Washington County School Board according to the present PAEC Agreement. If the PAEC/PDC is transferred to another District of Record, all equipment purchased with PAEC/PDC funds will be transferred to the new district upon approval of the PAEC Board of Directors.

For the above described services, The Pembroke Pines-FSU Charter Elementary School, Florida, agrees to pay The District School Board of Washington County, Florida, fiscal agent and District of Record for PAEC and PAEC Professional Development Center, the sum of $2,495.50, payable upon execution of this resolution/contract.

APPROVED:

Resolved in a Regular Session of the Pembroke Pines - FSU Charter Elementary School on this _____ day of _____, 2019.

_____
Dr. Lou Cleveland, Board Chairman
School Board of Washington County

Date: _____

_____
Mayor Frank C. Ortis, Board Chairman
Pembroke Pines-FSU Charter Elementary School

Date: _____

_____
Herbert J. Taylor, Superintendent
School Board of Washington County

Date: _____

_____
Dean Damon Andrew, Superintendent
Pembroke Pines-FSU Charter Elementary School

Date: 8/14/19

_____
John Selover, Executive Director
Panhandle Area Educational Consortium

Date: _____

BOD approval: May 9, 2019

WCSB approval: May 13, 2019