

Santa Rosa County School Board  
Cooperative Agreement and Service Delivery Plan  
Title II Part A Teacher and Principal Training and Recruiting Fund  
in collaboration with  
Lighthouse Private Christian Academy

**General Provisions**

THIS COOPERATIVE AGREEMENT AND SERVICE DELIVERY PLAN ("Agreement") is made and entered into on June 28, 2012 between the Santa Rosa County School Board, 5086 Canal Street, Milton, Florida 32570, 850-983-5000 (hereinafter referred to as "DISTRICT"), duly operating under the Laws of the State of Florida, and

Lighthouse Private Christian Academy

Joanna Morris, Owner/ Donna Circello, Administrator

5613 Gulf Breeze Parkway

Gulf Breeze, FL 32563

**Termination**

To terminate this agreement, either party shall give twenty (20) calendar days written notice as provided herein prior to the date of the termination.

**Mutually-Agreement Upon Procedures**

This agreement represents mutually agreed-upon procedures for implementing the Title II Part A Teacher and Principal Training and Recruiting Fund program at the June 18, 2012.

**Indemnification**

Private school shall defend, hold harmless, and indemnify DISTRICT and its governing board, officers, agents, and employees from and against all liabilities and claims for damage for death, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages and expenses (including attorney fees), from any cause whatsoever arising from or connected with its service hereunder, resulting from the negligence or intentional acts of PROVIDER, its agents or employees. It is understood and agreed that such indemnity shall survive the termination of this Contract.

**Legal Authority**

Each party signing this agreement individually warrants that he or she has full legal power to execute the 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 of the agreement.

- 1. How the LEA will identify the needs of eligible private school children and teachers:**  
The LEA, Santa Rosa County District Schools, will identify the needs of private school children and teachers through needs assessment.
- 2. What services the LEA will offer to eligible private school teachers:**

The LEA will offer private school teachers access to professional development on an equitable basis as that offered to Santa Rosa District teachers.

**3. How and when the LEA will make decisions about the delivery of services:**

The LEA met with representatives from the Lighthouse Private Christian Academy several times during the planning of the 2012-13 Title II Part A Teacher and Principal Training and Recruiting Fund application. Decisions about the delivery of services were made in consultation with Joanna Morris, Lighthouse Private Christian Academy owner, after analysis of a school and staff needs assessment. Ongoing consultation will occur during the 2012-13 school year to ensure that staff development offerings meet the needs of Lighthouse Private Christian Academy teachers. Revisions in the plan may be made during the year, as needed, with agreement from the LEA and the Lighthouse Private Christian Academy owner.

**4. How, where, and by whom the LEA will provide services to eligible private school teachers, including a thorough consideration and analysis of the views of the private school officials on the provision of services through a contract with a third-party provider:**

The LEA will provide services to Lighthouse Private Christian Academy teachers through regularly-scheduled district staff development. In addition, the District may provide site-specific inservice as requested and approved in consultation between the Lighthouse Private Christian Academy owner and the district. Such inservice may be provided by district personnel or through contract with third party providers. Potential contracts with third-party providers must be approved by the LEA in advance. If the LEA disagrees with the request of the private school official for the provisions of services through a third-party contract, the LEA must provide the private school the reasons in writing why the LEA chooses not to use a requested third-party contractor.

**5. How the LEA will assess the services to eligible private school teachers in accordance with Title II Part A Teacher and Principal Training and Recruiting Fund and how the LEA will use the results of that assessment to improve services:**

The LEA will assess the services provided to eligible private school teachers through the district staff development evaluation instrument and follow up form. The LEA will use the results of that assessment to improve services.

**6. The size and scope of the equitable services that the LEA will provide to eligible private school children, and consistent with Title II Part A Teacher and Principal Training and Recruiting Fund, the proportion of funds that will be allocated to provide these services:**

The District agrees to provide an equal amount of funds per student for private school students as is provided per public school student. The projected 2012-13 Title II allocation is \$807,446. Based on Santa Rosa student enrollment of 26,551, potential per student expenditure from Title II funds is \$30.41. Lighthouse projected enrollment currently does not exceed 80 students, resulting in \$2,432.80. As of June 18, 2012, Lighthouse Private Christian Academy has a balance of \$1603.31 from 2011-12 funds, which will roll forward into 2012-13 funds unless additional funds are expended in June, bringing the total available for Lighthouse Private Christian Academy Title II staff development expenditures in 2012-13 to \$4,036.11. Roll forward funds from 2011-12 will be expended first in 2012-13 and will not roll forward beyond one year.

- The LEA will provide services to Lighthouse Private Christian Academy teachers through regularly scheduled district staff development, based on the value of \$10 per hour.
- The district will pay Lighthouse Private Christian Academy teachers stipends to attend staff development for which Santa Rosa District teachers are paid stipends at the same rate as Santa Rosa teachers receive; that is, \$15 per hour. Stipends for private school teachers will be paid directly to the Lighthouse Private Christian Academy teachers and not to the school. Each Lighthouse Private Christian Academy teacher must complete the requisite paperwork to become a Santa Rosa District vendor.
- Upon written request from the Lighthouse Private Christian Academy owner and with prior approval of the Title II project manager, stipends may be paid to Lighthouse Private Christian Academy teachers for activities for which Santa Rosa teachers do not receive stipends. Stipends will be paid directly to the Lighthouse Private Christian Academy teachers and not to the school.
- With prior approval, the district may also fund attendance or a portion of attendance of Lighthouse Private Christian Academy teachers at professional conferences to the extent that the content of the conference is part of a sustained and comprehensive secular professional development plan for each attending teacher. Travel costs may be reimbursed and if so will be paid directly to the participating teachers at the District rate. Temporary Duty forms must be filed in advance of such travel and approved by the Title II project manager.
- Santa Rosa District Schools will administer and retain control of all Title II Part A Teacher and Principal Training and Recruiting Fund moneys. No program funds will be provided directly to Lighthouse Private Christian Academy.

**7. Supplies and equipment provided to the private school:**

Supplies and equipment provided to the Lighthouse Private Christian Academy as part of staff development remain the property of Santa Rosa District Schools. Lighthouse Private Christian Academy must attach property tags to each item and maintain a master inventory list.

Supplies and equipment provided must be returned to the district at the end of each school year. Lighthouse Private Christian Academy agrees to replace any lost or damaged materials.

**8. Staff development records**

Staff development hours (Continuing Education Units—CEUs) will be tracked by Lighthouse Private Christian Academy through vouchers presented to and signed by staff development facilitators. The District is absolved of any responsibility for maintaining staff development records for Lighthouse Private Christian Academy teachers, although copies of sign in sheets will be retained for documentation and may be provided upon request.

**Prohibition of Defaming the District**

Private school will not participate in any activities that may lead to the detriment of the integrity or defaming of DISTRICT and its provision of services. Activities that will lead to termination of the agreement include, but are not limited to any lobbying activity and/or the use of funds provided through the contract to be used for the purpose of lobbying, intimidation, misrepresentation of services, discrimination against other private school, schools or students, defamation of the local DISTRICT or private school, or activities that may lead to exclusivity of service delivery. DISTRICT will submit a complaint in writing to the private school. Within 10 working days of receipt of complaint, private school will respond in writing with the action taken to correct the prohibited action. Unsatisfactory resolution may result in the termination of this agreement.

**Private School Eligibility**

Private school certifies that the following statements are true.

1. This is a non profit school (only nonprofit schools may participate).
2. The school operates a school program with pupils present for at least 180 days each school year. (A school day is that portion of the day in which school is actually in session and comprises not less than 5 net hours excluding intermissions for all grades above the third; not less than 4 net hours for the first three grades; and not less than 3 net hours in kindergarten, or the equivalent, as calculated on a weekly basis.) OR the school operates a school program with pupils present a minimum of 170 actual school days and the hourly equivalent of 180 days, as indicated below:
  - a. Kindergarten: 540 net instructional hours
  - b. Grades 1-3: 720 net instructional hours
  - c. Grades 4-12: 900 net instructional hours.
3. The school has applied for a Civil Rights Compliance Determination.

**Compliance with Laws**

The private school will comply with all applicable federal, state, State Board of Education, and local laws, rules, and regulations relating to the provision of services.

**Governing Law**

The terms and conditions of the agreement are governed by the laws of the state of Florida and the District.

**Disputes/Modifications**

Any changes or modifications of this agreement must be completed in a consultation with partners in the agreement. Requests for modifications may be submitted in writing to

Kenny McCay  
Coordinator of Literacy  
Santa Rosa County District Schools  
5086 Canal Street  
Milton, FL 32570

## Signature Page

NOW, THEREFORE, the parties hereto have affixed their signatures on the day and year first above written.

The School Board of  
Santa Rosa County, Florida

Lighthouse Private Christian Academy

**By:** Hugh Winkles  
Chairman of the Board

**By:** Donna Circello  
Lighthouse Private Christian Academy, Administrator

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Signature

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Signature

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Date

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Date

**Attest:**

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Print Attest Name

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Print Attest Name

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Signature

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Signature

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Date

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Date