

# Services Agreement

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## Background

Health Connected is a nonprofit corporation whose mission is to help young people feel confident and supported to make informed decisions about their own sexual health. Health Connected serves students and families through its sexual health education programs in the San Francisco Bay Area and offers its curricula and training to educators throughout the country. Health Connected has developed and provides sexual health education programs, using their Teen Talk and Puberty Talk curricula.

Teen Talk is a middle- and high-school curriculum that addresses reproductive anatomy, pregnancy, contraceptive methods and abstinence, types of sexually transmitted diseases and how to prevent transmission, decision-making, identifying healthy and abusive relationships, talking to parents/trusted adults, and avoiding sexual coercion. Teen Talk educates youth about the importance of sexual health education through in-school lessons. Teen Talk is designed to comply with California Education Code Sections 51930-51939 for delivery of comprehensive sexual health education and HIV/AIDS prevention education in public schools, and to meet the California Health Content Standards for Growth, Development, and Sexual Health.

Puberty Talk is a curriculum for Grades 5 and 6 that addresses changes during puberty, reproductive anatomy, pregnancy, decision-making, personal boundaries, and communication with parents/trusted adults. Puberty Talk consists of in-school lessons and is designed to meet the California Health Content Standards for Growth, Development, and Sexual Health.

## Program Plan

Pacifica School District ("District") wishes to retain Health Connected to provide its sexual health education program(s) ("Program") at District site(s) on the basis set out below.

### District Information

District name	Pacifica School District		
Contact person and title	Seva Steel, STEM Specialist		
Phone number	(650) 738-6633	Fax number	(650) 557-9672
E-mail address	ssteel@pacificasd.org		
Mailing address	375 Reina Del Mar, Pacifica, CA 94044		

### Health Connected Information

Contact person and title	Abigail Karlin-Resnick		
Phone number	(650) 367-1937, x14	Fax number	(650) 367-4940
E-mail address	abi@health-connected.org		
Mailing address	480 James Avenue Redwood City, CA 94062		

## Timeframe for Program Delivery

Timeframe	January 1, 2016 through June 30, 2016
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## Program Information

Program (select one or both)	<input type="checkbox"/> Teen Talk Middle School <input type="checkbox"/> Teen Talk High School <input type="checkbox"/> Teen Talk Young Adult	<input checked="" type="checkbox"/> Puberty Talk <input type="checkbox"/> Teen Talk Special Education
Grade(s) of students		Grade 5
Program session dates		6/6/16 – 6/10/16
Expected # of teaching hours		5 instructional hours
Expected # of students		12 classrooms, 300 students (estimated)
Additional services	Parent information session & workshops, complimentary review copy of Puberty Talk	

## District Responsibilities (to be handled by each school site)

Program	<ul style="list-style-type: none"> <li>provide Health Connected educators and staff access to school site(s) for Program sessions</li> <li>permit Health Connected educators and staff to use School's classroom supplies and equipment for Program purposes</li> <li>ensure that a School teacher be in the classroom at all times during Program sessions</li> <li>inform Health Connected of class schedule(s) and classroom location(s) for Program sessions</li> </ul>
Compliance and Reporting	<ul style="list-style-type: none"> <li>distribute parent notification letters</li> <li>receive parent requests to opt out of programming</li> </ul>
Data	<ul style="list-style-type: none"> <li>allow Health Connected to collect the following data about students participating in Program:               <ol style="list-style-type: none"> <li>Demographics: grade level, age, gender, city, total number of students served</li> <li>Program evaluation: pre-test and post-test scores, student quotes in connection with Program</li> </ol> </li> </ul> <p><i>All data will be aggregated and made anonymous. Data will be used only for purposes of program reporting and Health Connected communications.</i></p>

## Health Connected Responsibilities

Program	<ul style="list-style-type: none"> <li>teach Program at school site(s) on Program session dates</li> <li>develop and provide Materials (defined below) for Program</li> </ul>
Classroom Conduct	<ul style="list-style-type: none"> <li>be respectful in all interactions with students and School staff, including respecting cultural, religious, and economic differences, ideas, and values</li> <li>communicate with students only during Program sessions and not initiate or engage in unsupervised contact with students</li> <li>not engage in any inappropriate communication with students, such as verbal abuse, swearing, or racist, sexist, or homophobic language</li> </ul>
Compliance and Reporting	<ul style="list-style-type: none"> <li>coordinate prerequisite background check for Health Connected educators and staff who enter District's premises</li> <li>provide report on number of students served and Program outcomes to Pacifica School District</li> </ul>

**Fee**

<b>Fee</b>	District will pay Health Connected a fee of \$11,400
<b>Payment timing</b>	<p>District will pay Health Connected the fee as follows: Payment is due upon completion of program delivery.</p> <p>If District cancels the Program, District will pay Health Connected for in-progress and completed work not yet paid for, as provided in Section 6.1 of the Terms and Conditions, and reimburse Health Connected for expenses stated above.</p>

This Services Agreement ("Agreement"), which consists of this form ("Program Plan") and the attached Terms and Conditions, creates a legal contract between District and Health Connected. District and Health Connected signed this Agreement as of January 12, 2016.

**[District Name]**

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

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

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

**Health Connected**

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

Name: Abigail Karlin-ResnickTitle: Executive Director

# Terms and Conditions

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## 1. Basic Agreement

### 1.1 Responsibilities

Health Connected and District will each carry out its respective responsibilities as described in the Program Plan.

### 1.2 Fee

District will pay Health Connected the fee in the amount(s) and on the date(s) as described in the Program Plan.

### 1.3 Expenses

Except for expenses to be reimbursed as provided in the Program Plan, Health Connected and District are responsible for their own expenses in carrying out their activities under this Agreement.

## 2. Materials

### 2.1 Materials

During the Program, Health Connected will provide District and its students with curricula, lesson plans, reference documents, worksheets, parent communication templates, brochures, posters, forms, and other materials (collectively, "Materials").

### 2.2 Ownership of Materials

Health Connected owns and retains all copyrights and all other rights, title, and interest in the Materials and any other proprietary know-how or methodologies used or shared by Health Connected in carrying out the Program. District acknowledges that the Materials are proprietary to Health Connected, and that no Materials will be deemed a work for hire.

### 2.3 License Grant for Program Use

Health Connected grants District a limited, non-transferable, non-exclusive license to use, copy, and distribute the Materials solely in connection with Program activities. For clarity, District will not (a) independently present the Materials during a lesson, professional development meeting, or workshop, or in any similar teaching or training environment without Health Connected's prior written consent; (b) provide the Materials to any third party other than teachers and students in the Program; or (c) use the Materials for commercial purposes, make any derivative works of, or otherwise modify the Materials except as permitted under the Program Plan.

## 3. Compliance

### 3.1 Compliance with Law

Health Connected and District will comply with applicable law, including, but not limited to, laws relating to student data collection, security, use, disclosure, and privacy. Health Connected will comply with Equal Employment Opportunity laws and not discriminate against any employee or applicant on the basis of race, color, religion, sex, sexual orientation, disability, or national origin.

### 3.2 Licenses and Permits

Health Connected will obtain and keep in force all licenses, permits, and certificates necessary for Program activities under this Agreement.

## 4. Data, Communication, and Confidentiality

### 4.1 Data Collection

Health Connected collects, analyzes, and disseminates data about its work in order to evaluate the effectiveness of its programs. To the extent permitted by law and to a reasonable degree, District will cooperate with Health Connected and any consultants or others engaged by Health Connected in connection with the evaluation of its programs' design, execution, and outcomes. Health Connected may publish the results of such evaluations and may identify District without first obtaining District's written consent.

### 4.2 External Communication

Health Connected may, subject to Section 4.3 of this Agreement, identify District as a client or "school partner" in internal and external communications, including, but not limited to, on Health Connected's website and in Health Connected's outreach materials. Subject to Section 4.3, Health Connected and District may issue press releases and other public statements relating to the Program, including, but not limited to, reporting Program results or outcomes in accordance with Section 4.1.

### 4.3 Confidentiality

In working together, Health Connected and District may share sensitive information with one another, including, but not limited to, information about students in the Program. Neither Health Connected nor District will disclose to any third party any Confidential Information (defined below) or proprietary information for any purpose other than as needed to implement the Program, without the prior written consent of the other party. "Confidential Information" means any and all non-public information regarding Health Connected or District, including its students. Confidential Information does not include information generally available to the public, information already known by the receiving party before entering into this Agreement, or information independently developed.

## 5. Insurance and Indemnification

### 5.1 Insurance

Health Connected is responsible for its own insurance and will maintain appropriate coverage for its Program activities under this Agreement.

### 5.2 Indemnification

Health Connected and District will each defend, indemnify, and hold the other and the other's directors, officers, employees, agents, and assigns harmless against all claims, liabilities, losses, damages, and expenses, including, but not limited to, reasonable attorneys' fees and expenses, resulting from its own

performance of activities under or breach of this Agreement. Neither Health Connected nor District will have any obligation to indemnify the other to the extent the liability is caused by the other's gross negligence or willful misconduct.

### **5.3 Limitation of Liability**

Nether Health Connected nor District will be liable to the other for any special, indirect, incidental, consequential, punitive, or exemplary damages arising out of or relating to this Agreement, even if either party has been apprised of the likelihood of such damages.

## **6. Termination**

### **6.1 Termination on Notice**

Either Health Connected or District may terminate this Agreement by providing written notice of that decision to the other. Such a termination will be effective sixty (60) days after delivery of the notice. [If District terminates the Agreement under this Section 6.1, District will pay Health Connected for work then in progress as invoiced by Health Connected, and any previous work completed by Health Connected prior to the termination date for which payment is still outstanding. District will pay such amounts within thirty (30) days of receipt of invoice from Health Connected.]

### **6.2 Termination for Breach**

If either party breaches any of its obligations under this Agreement, the non-breaching party may provide the breaching party with written notice of the breach. If the breaching party fails to cure the breach within fifteen (15) days after receipt of such notice, the non-breaching party may terminate this Agreement upon delivery to the breaching party of a written notice to that effect, with the termination effective upon delivery of such notice. The non-breaching party may in its reasonable discretion determine whether the breach has been cured.

### **6.3 Return of Property; Survival of Provisions**

Following the expiration or termination of this Agreement and upon Health Connected's request, District will promptly return to Health Connected any Materials in its possession, and if applicable, Health Connected and District will each promptly return all Confidential Information to the other party. The provisions of Sections 2.2, 4.1, 4.3, 5.2, 5.3, 6.3, and 7 will remain effective after expiration or termination.

## **7. General Provisions**

### **7.1 Resolving Disputes**

If a dispute arises between Health Connected and District relating to this Agreement, the principal contact persons as set out in the Program Plan, or other representatives of each party as agreed at the time, will meet to discuss the dispute and will make good faith efforts to resolve the dispute through discussion.

### **7.2 Entire Agreement; Amendment**

This Agreement describes Health Connected and District's entire agreement and supersedes all prior or

contemporaneous communications between Health Connected and District. This Agreement may be amended only as stated in a writing signed by both Health Connected and District stating that it is an amendment to this Agreement.

### **7.3 Severability; Waiver**

If any provision of this Agreement is held invalid or unenforceable, the other provisions of this Agreement will remain enforceable, and the invalid or unenforceable provision will be considered modified so that it is valid and enforceable to the maximum extent permitted by law. Any waiver under this Agreement must be in writing and signed by the party granting the waiver. Waiver of any breach or provision of this Agreement will not be considered a waiver of any later breach or of the right to enforce any provision of this Agreement.

### **7.4 Assignment; Subcontracts**

Health Connected may not assign its rights or delegate its responsibilities under this Agreement to anyone else without the prior written consent of District, except that Health Connected may (a) assign all of its rights under this Agreement without District's prior written consent in connection with a merger, acquisition, reorganization, sale or transfer of substantially all of its assets, or other operation of law; and (b) enter into subcontracts and independent contractor agreements to carry out its responsibilities under this Agreement without District's prior written consent.

### **7.5 Independence**

Health Connected and District are and will remain independent contracting parties. Health Connected will have sole responsibility for the planning, management, and implementation of its Program responsibilities, and the arrangements contemplated by this Agreement do not create a partnership, joint venture, employment, or similar relationship for any purpose. Neither Health Connected nor District has the power or authority to bind or obligate the other to a third party or commitment in any manner.

### **7.6 Third-Party Beneficiaries**

Except as specifically provided in Section 5.2, this Agreement is for the exclusive benefit of Health Connected and District, and not for the benefit of any third party including, but not limited to, any employee, affiliate, student, or vendor of either party.

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