

**APPROVE ENTERING INTO SALES AGREEMENTS WITH VARIOUS SCHOOL DISTRICTS AND EDUCATIONAL AGENCIES TO LICENSE THE BOARD'S VIRTUAL PRE-K/K PROGRAM AND PROVIDE CONSULTING SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into various sales agreements to license the Board's bilingual Virtual Pre-K/K Website and materials, and provide site customization, implementation and support services to school districts and educational agencies for a fee as negotiated on a case-by-case basis by the Office of Early Childhood Education and approved by the Chief Education Officer. All services provided to licensees shall be at no cost to the Board. A sales agreement is required for all licensees.

**LICENSEES:** Various school districts and educational agencies

**LICENSOR:** Board of Education of the City of Chicago  
125 S. Clark  
Chicago, IL 60603  
Contact Person: Armando Almendarez, Office of Early Childhood Education

**TERM:** The term of each agreement shall commence on the date the agreement is signed and shall end one (1) year following Site launch, with the parties having the mutual option to extend the term of the program license for additional periods of one year.

**WEBSITE LICENSING DESCRIPTION:** Each licensee shall be granted a one-year license to use the Board's proprietary Virtual Pre-K/K Website and accompanying lesson kits that contain recipe lesson cards, CD-ROMs and video tapes. Each licensee will be charged an annual licensing fee as negotiated by the Office of Early Childhood Education to use the customized Virtual Pre-K Website and materials.

**SCOPE OF SERVICES:** The services and deliverables provided by the Office of Early Childhood Education may include the following:

*A. Website Customization Services:* Customize the CPS Virtual Pre-K/K Website, CD-ROM and Videos for use by licensee. Licensee will be charged a negotiated fee for this customization and programming work.

*B. Website Hosting and Maintenance:* Host the licensee's version of the Virtual Pre-K/K Website on the Chicago Public Schools Virtual Pre-K server. Provide overall maintenance of the customized Virtual Pre-K/K Website.

*C. Staff Development and Website Support Services:* Provide training to licensee administrators and educators to implement and launch the customized Virtual Pre-K/K Program. Provide licensee with ongoing telephone and e-mail support, website upgrades, maintenance, updates and reporting.

*D. Kit Sales:* Produce the following Virtual Pre-K/K Kits for sale to each licensee (Amount and cost of kits to be negotiated by the Office of Early Childhood Education):

<u>Title</u>
Teacher Edition Website Kit (English)
Teacher Edition Website Kit (Spanish)
Parent Edition Website Kit (English)
Parent Edition Website Kit (Spanish)

**LICENSEES RESPONSIBILITIES:** Licensees responsibilities may include the following support to implement each Licensee's Virtual Pre-K/K Program: 1) provide a local program coordinator to coordinate the chat topics and moderators, 2) translate calendar information and review discussion boards, 3) provide local technical support to licensee's Website users, 4) update the Website's Calendar of Events with information on local events and sources for preschool appropriate events, 5) provide 10 master teachers to meet monthly and give feedback on the implementation and promotion of the program.

**FINANCIAL:** Licensees shall pay compensation to the Board as Negotiated by the Office of Early Childhood Education (50% payable upon contract signing and the balance payable upon delivery.)

Credit to: Office of Early Childhood Education Virtual Pre-K Program: 0952-280-432-2067-5410

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in each written agreement. Authorize the Chief Education Chief to execute each written agreement, subject to the approval of the General Counsel.

**AFFIRMATIVE ACTION:** Not applicable.

**LSC REVIEW:** Local School Council approval is not applicable to this report.

**GENERAL CONDITIONS:**

Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one-year period following expiration or other termination of their terms of office.

Indebtedness – The Board’s Indebtedness Policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board’s Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**

*Barbara Eason-Watkins*

Barbara Eason-Watkins  
Chief Education Officer

**Within Appropriation:**

*John Maiorca*  
John Maiorca  
Chief Financial Officer

**Approved:**

*Arne Duncan*

Arne Duncan  
Chief Executive Officer

**Approved as to legal form:**

*Ruth Moscovitch*  
Ruth Moscovitch  
General Counsel