



**Orange County Department of Education
Instructional Services Division
Service Proposal**

TO:

FROM:

DATE OF PROPOSAL:

PURPOSE: Insert Short Title: (ie: Math Training, ELA Training, Physical Ed. Training, etc.)

AUDIENCE: (Teachers, Administrators, Parents, etc.)

ESTIMATED NUMBER OF PARTICIPANTS:

LCAP PRIORITIES ADDRESSED:

Conditions of Learning	Pupil Outcomes	Engagement
<input type="checkbox"/> Basic Services	<input type="checkbox"/> Pupil Achievement	<input type="checkbox"/> Parental Involvement
<input type="checkbox"/> Implementation of State Content Standards	<input type="checkbox"/> Other Pupil Outcomes	<input type="checkbox"/> Pupil Engagement
<input type="checkbox"/> Course Access		<input type="checkbox"/> School Climate

NUMBER OF DAYS:

PROPOSED TRAINING DATES:

LOCATION:

SETUP: (Rounds, Chevron, Classroom, etc.)

**ORANGE COUNTY
DEPARTMENT
OF EDUCATION**

200 KALMUS DRIVE
P.O. BOX 9050
COSTA MESA, CA
92628-9050

(714) 966-4000

FAX (714) 432-1916

www.ocde.us

AL MIJARES, Ph.D.
County Superintendent
of Schools

**ORANGE COUNTY
BOARD OF EDUCATION**

JOHN W. BEDELL, PH.D.

DAVID L. BOYD

ROBERT M. HAMMOND

LINDA LINDHOLM

KEN L. WILLIAMS, D.O.

GOAL(S):

EXPECTED MEASURABLE OUTCOME(S):

RESEARCH CITATION:

ESTIMATED SERVICE COST: (# of Days x Rate)

TOTAL:

Time	Amount	Number	Managers
Full-day (Over 4 hours)	\$600 \$1200	= or <30 = or <60	1 consultant 1 or 2 consultants
½ day (4 hours or less)	\$300 \$600	= or <30 = or <60	1 consultant 1 or 2 consultants

ESTIMATED MATERIALS COST: (Books, Printed Materials if OCDE printed)

DISTRICT WILL PROVIDE:

<input type="checkbox"/> Projector	<input type="checkbox"/> Table Boxes (Writing utensils, sticky notes, etc.)
<input type="checkbox"/> Document Camera (ELMO)	Refreshments: <input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Snacks <input type="checkbox"/> Beverages
<input type="checkbox"/> Audio Speakers	<input type="checkbox"/> Handouts
<input type="checkbox"/> Microphone	<input type="checkbox"/> Wireless Access
<input type="checkbox"/> Laptops, tablets, etc. if needed	<input type="checkbox"/> Other (LMS Access, Website, Cloud Storage, Video, etc.)

PRESENTER WILL PROVIDE:

<input type="checkbox"/> Projector	<input type="checkbox"/> Table Boxes (Writing utensils, sticky notes, etc.)
<input type="checkbox"/> Document Camera (ELMO)	<input type="checkbox"/> Handouts (\$)
<input type="checkbox"/> Audio Speakers	<input type="checkbox"/> Wireless Access
<input type="checkbox"/> Microphone	<input type="checkbox"/> Other (LMS Access, Website, Cloud Storage, Video, etc.)
<input type="checkbox"/> Laptop	

ESTIMATED TOTAL COST: SERVICE + MATERIALS =

For Client Use:

When this proposal is accepted, OCDE will draw up a contract for services.

PROPOSAL ACCEPTED

Authorized Signature

Date