

LifeWork High School Transition Services

AGREEMENT dated this 7th day of May, 2012, between the **Brick Township Public Schools** (hereinafter referred to as the "School District") and **LifeWork** (hereinafter referred to as "LifeWork").

WITNESSETH

NOW, THEREFORE, in consideration of the covenants herein contained, the parties agree as follows:

1. LifeWork agrees to provide transition focused vocational services for [REDACTED] a high school student. All vocational services will be community-based in partnership with employers in close proximity to the School District.
2. The School District agrees to provide transportation for the student.
3. This agreement shall be in effect for the ten-month school year 2012-2013. The transition services shall commence on **September 6, 2012** and end on **June 14, 2013** (inclusive).

The goals of services are:

1. To help [REDACTED] discover and develop vocational interests
2. To help [REDACTED] develop the work habits and skills necessary to maximize success after high school
3. To support the development of a valued adult social role as a working, contributing member of the community
4. To clarify vocational and other functional areas for the development of appropriate, transition-focused IEP goals
5. To continuously identify support needs and job modifications necessary to ensure [REDACTED]'s continued success.

Scope of Services School Year 2012-2013

Job development will be individualized and will focus on the local business community. The goal will be to expose [REDACTED] to two or three distinct work experiences over the academic year. If initial placements are unsuccessful and cannot be sufficiently modified, it is the responsibility of LifeWork to secure alternative placements in a timely manner to minimize disruption of the student's program.

[REDACTED] will be afforded a half-day (3 hour) vocational experience five times weekly with 1:1 supervision and job coaching for the 2012-2013 school year.

The LifeWork job coach and the classroom team will work together to integrate and reinforce learning across settings. Data on employment goals will be collected and there will be a mechanism for regular communication with the school team to maximize

coordination. The specific process of collaboration will be developed with the school team.

Terms of Agreement

1. This contract is for all services outlined in the scope of work.
2. Based upon a five half-day per week for the ten-month school year (180 days), services are **\$29,535.00**. The School District will issue a purchase order payable to LifeWork, 270 Industrial Way West, Eatontown, New Jersey 07724 for the total amount of **\$29,535.00**. LifeWork will invoice against the purchase order in ten monthly installments of **\$2,953.50**.
3. In accordance with N.J.A.C. 6A:23-4.2(h)2i (terms and conditions for Approved Private Schools for the disabled), the School District shall pay LifeWork for services outlined in the scope of work no later than the first of each month prior to the services being rendered. A School District that fails to pay for services outlined in the scope of work by the 30th day after services begin may be charged interest by LifeWork calculated at the rate of one percent per month on the unpaid balance.
4. For a student enrolled after the first of the month, the School District shall pay LifeWork for the services outlined in the scope of work for the first two months of enrollment no later than 60 days after the first day services begin. Payment in subsequent months is due by the first of each month prior to the services being rendered. A School District that fails to pay for services outlined in the scope of work by the 30th day after services begin may be charged interest by LifeWork calculated at the rate of one percent per month on the unpaid balance.
5. In the event that any dispute arises out of this AGREEMENT the parties will seek to resolve the dispute as expeditiously as possible. Except as may be set forth herein, the interests of this student shall be of the foremost concern in resolving such disputes.
6. LifeWork agrees not to assign the services to be provided under this contract or any portion thereof to any other entity.
7. This agreement may be terminated by the School District or LifeWork with one month prior notice.

During the performance of this contract, LifeWork agrees as follows:

8. LifeWork, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or

expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

9. LifeWork, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex;
10. LifeWork, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment;
11. LifeWork, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act;
12. LifeWork agrees to make Good faith efforts to afford equal employment opportunities to minority and women workers consistent with Good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2, or Good faith efforts to meet targeted county employment goals determined by the Division, pursuant to N.J.A.C. 17:27 5.2;
13. LifeWork agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices;

14. LifeWork agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions;
15. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions;
16. The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: 1) Letter of Federal Affirmative Action Plan Approval, 2) Certificate of Employee Information Report, and 3) Employee Information Report Form AA302; and
17. The contractor and its subcontractor shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed as of this 7th day of May, 2012.

Executive Director, LifeWork

President of the Board of Education

Secretary of the Board of Education

LifeWork High School Transition Services

AGREEMENT dated this 7th day of May, 2012, between the **Brick Township Public School District** (hereinafter referred to as the "School District") and LifeWork (hereinafter referred to as "LifeWork").

WITNESSETH

NOW, THEREFORE, in consideration of the covenants herein contained, the parties agree as follows:

1. LifeWork agrees to provide transition-focused vocational services for [REDACTED] a high school student. All vocational services will be community-based in partnership with LifeWork in close proximity to the School District.
2. The School District agrees to provide transportation for the student.
3. This agreement shall be in effect for the six week Summer Session. HS Transition services shall commence on **July 5, 2012** and end on **August 15, 2012** (inclusive).

The goals of services are:

1. To help [REDACTED] discover and develop vocational interests
2. To help [REDACTED] develop the work habits and skills that will maximize the student's success after high school
3. To support the development of a valued adult social role as a working, contributing member of the community
4. To develop a vocational profile and clarify vocational and other functional areas for the development of appropriate, transition-focused IEP goals
5. To identify possible support needs and job modifications necessary to ensure [REDACTED]'s success

Scope of Services for Summer Session

[REDACTED] will be afforded half-day (3 hour) pre-vocational training five times weekly for six weeks with 1:1 supervision and job coaching.

The LifeWork job coach and the School District classroom team will work together to integrate and reinforce learning across settings. Data on employment goals will be collected and there will be a mechanism for regular communication with the classroom team to maximize coordination. The specific process of collaboration will be developed with the classroom team.

Terms of Agreement

1. This contract is for all services outlined in the scope of work.
2. Based upon a five half day per week for six week summer program, services are **\$4,922.00**. The district will issue a purchase order payable to LifeWork, 270 Industrial Way West, Eatontown, New Jersey 07724 for the total amount of **\$4,922.00**. LifeWork will invoice against the purchase order in two monthly installments of **\$2,461.00**.
3. In accordance with N.J.A.C. 6A:23-4.2(h)2i (terms and conditions for Approved Private Schools for the disabled), the School District shall pay LifeWork for services outlined in the scope of work no later than the first of each month prior to the services being rendered. A School District that fails to pay for services outlined in the scope of work by the 30th day after services begin may be charged interest by LifeWork calculated at the rate of one percent per month on the unpaid balance.
4. For a student enrolled after the first of the month, the School District shall pay LifeWork for the services outlined in the scope of work for the first two months of enrollment no later than 60 days after the first day services begin. Payment in subsequent months is due by the first of each month prior to the services being rendered. A School District that fails to pay for services outlined in the scope of work by the 30th day after services begin may be charged interest by LifeWork calculated at the rate of one percent per month on the unpaid balance.
5. In the event that any dispute arises out of this AGREEMENT the parties will seek to resolve the dispute as expeditiously as possible. Except as may be set forth herein, the interests of this student shall be of the foremost concern in resolving such disputes.
6. LifeWork agrees not to assign the services to be provided under this contract or any portion thereof to any other entity.
7. This agreement may be terminated by the School District or LifeWork with one month prior notice.

During the performance of this contract, LifeWork agrees as follows:

8. LifeWork, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without

regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

9. LifeWork, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex;
10. LifeWork, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment;
11. LifeWork, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act;
12. LifeWork agrees to make good faith efforts to afford equal employment opportunities to minority and women workers consistent with Good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2, or Good faith efforts to meet targeted county employment goals determined by the Division, pursuant to N.J.A.C. 17:27 5.2;
13. LifeWork agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices;
14. LifeWork agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions;

15. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions;
16. The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents: 1) Letter of Federal Affirmative Action Plan Approval, 2) Certificate of Employee Information Report, and 3) Employee Information Report Form AA302; and
17. The contractor and its subcontractor shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed as of this 7th day of May, 2012.



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