

Hillsborough Recreation
Independent Contract Instructor Packet

Hillsborough Recreation Department

2600 Ralston Avenue

Hillsborough, CA 94010

650.342.5439

tgiacomazzi@hcsd.k12.ca.us

**Hillsborough Recreation
Letter of Agreement
2014 Courses**

Organization/Contractor

BAY AREA DEBATE CLUB

Contact

510-573-2497 (KRITHA)

Hillsborough Recreation Contacts

Primary Contact

Tony Giacomazzi—Recreation Director
Phone: 650.342.5439
Email: tgiacomazzi@hcsd.k12.ca.us

Alternative Contacts

Nancy Farrell—Recreation Assistant
Phone: 650.342.5439
Email: nfarrell@hcsd.k12.ca.us

Gina Elmore—Recreation Assistant
Phone: 650.342.5439
Email: gelmores@hcsd.k12.ca.us

Recreation Office

2600 Ralston Avenue
Hillsborough, CA 94010
Phone: 650.342.5439
Fax: 650.558.8812

**Hillsborough Recreation
Letter of Agreement
2014 Courses**

This AGREEMENT is made and entered into as of the 11 day of May, 2015 between HILLSBOROUGH RECREATION, in the Town of Hillsborough, California, hereinafter referred to as RECREATION, and Bay Area Debate Club, hereinafter referred to as the CONTRACTOR as follows:

Subject to the AGREEMENT, CONTRACTOR shall provide the following services for RECREATION:

1. Enrollment: If fewer students enroll than the agreed upon minimum, the class or classes will be held only by mutual agreement. We will not automatically cancel a class. The CONTRACTOR services described in this AGREEMENT are to be provided only for students registered with RECREATION.
2. Payment: Upon completion of the class(es) term described by this AGREEMENT, CONTRACTOR shall be paid 70 % of the total student CLASS FEES collected. RECREATION may also charge each student an enrollment service and processing fee ("ENROLLMENT FEE"), but such ENROLLMENT FEES, if actually imposed and collected, shall not be included in calculating the amount due CONTRACTOR. This is typically \$10 added onto every registration.
3. Use of RECREATION Facilities, Equipment, and Supplies: RECREATION will provide the space previously described by the AGREEMENT and access to bathrooms located at Hillsborough while classes are in session. CONTRACTOR shall provide any and all required class equipment and supplies at CONTRACTOR'S own expense and shall not use RECREATION or Hillsborough City School District (HCSD) equipment and supplies without prior arrangement and a written reimbursement agreement with the Director of Recreation.
4. Liability of Damage to Facilities and Equipment: CONTRACTOR agrees to pay the cost of repair or replacement of any RECREATION or HCSD facilities or equipment sustained as a result of use of said facilities and equipment by CONTRACTOR, as a result of negligence, recklessness, or intentional conduct. This includes damage caused by CONTRACTOR'S students engaged in activities conducted by CONTRACTOR. It is understood that normal wear and tear shall not be considered damages and shall not be compensable under the terms of this paragraph.
5. Cancellation Policy: The CONTRACTOR understands RECREATION may cancel this agreement at any time facilities become unavailable or should CONTRACTOR not perform the services herein to the satisfaction of RECREATION, and in such cases RECREATION shall only be liable for compensation to CONTRACTOR for services already performed.
6. Independent CONTRACTORS Status: It is understood and agreed that CONTRACTOR in the performance of this AGREEMENT, is an independent contractor, and not an employee of RECREATION. Any group of individuals under CONTRACTOR'S supervision and control as a result of this AGREEMENT are not subject to the direction or control of RECREATION except as herein above stated as to the result obtained.

7. Insurance: The CONTRACTOR agrees to procure and maintain, at CONTRACTOR'S own cost and at all times during the term of this contract, liability insurance covering and insuring all parties hereto against any accidents or injuries to person or property arising or occurring in the course of actions related to this contract in the minimum sum of (**SEE INSTRUCTOR PACKET**). "Hillsborough Recreation Commission" shall be named as an additional insured.
Evidence of such insurance shall be provided by CONTRACTOR by filing with RECREATION a copy of the policy or policies, together with a duly executed certificate to the effect that the insurance required by this contract is extended in favor of and consistent with the terms hereinbefore set forth. Said policy or policies or certificates shall contain the provision that written notice of cancellation or of any material changes shall be delivered to RECREATION before the 1st day of the term described above.
8. Indemnification and Hold Harmless: The CONTRACTOR covenants and agrees to save, indemnify and hold harmless RECREATION and its officers and employees, in their capacities as such from all liabilities, claims, demands, or causes of action in any way arising from or connected with services performed by the CONTRACTOR under this contract, including injury to the person or property of CONTRACTOR or any individual or group under the supervision and control of CONTRACTOR. The CONTRACTOR understands that RECREATION has no Accident or Workers' Compensation Insurance for persons performing services as an independent contractor.
9. Dispute Resolution: In the event of any dispute regarding the provisions of this AGREEMENT or the performance of the parties' pursuant to its terms, the parties shall first submit the matter to mediation. In the event mediation fails to resolve the dispute, the parties agree to binding arbitration in lieu of civil court proceedings. Selection of the arbitrator shall be made by mutual agreement of the parties, or if the parties cannot agree, by the San Mateo County Superior Court.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be duly executed.

TAX I.D. or SOCIAL SECURITY NUMBER: 45-4255717

BAY AREA DEBATE CLUB

CONTRACTOR

Richie

5/11/15

Date

RECREATION

Tony Giacomazzi, Director

Date

Please return to:
Hillsborough Recreation
2600 Ralston Avenue
Hillsborough, CA 94010

Hillsborough Recreation Department

Contract Class Proposal Packet

INSTRUCTOR INFORMATION

Name: <u>BAY AREA DEBATE CLUB</u>		
Address*: <u>45630 Parkmeadow Ct</u>		
City: <u>fremont</u>	State: <u>CA</u>	Zip: <u>94539</u>
Primary Phone: <u>510-573-2497</u>	Cell Phone: <u>510-573-2497</u>	
Email Address: <u>info@bayareadebateclub.com</u>		
Website (if applicable): <u>www.BayAreaDebateclub.com</u>		

*Please use address where contracts/payments will be mailed

EXPERIENCE

Occupation: <u>Bay Area Debate Club Instructor</u>
Present Employer: <u>Bay Area Debate Club</u>
Education:
Please describe your experience related to the class(es) you are interested in teaching: <u>Our teachers are very professional with tremendous experience teaching Public Speaking, Debate, Philosophy, American Literature & Theater Arts. The team includes high school debate coaches & directors, artists & authors. Our entire team is very passionate about teaching communication skills & debating.</u>
Please list any specific training, certificates, licenses you hold: <u>All our instructors are live scanned & current on TB test.</u>

PROFESSIONAL REFERENCES

1. Reference Name: <u>Steven Cox</u>	Relationship: <u>San Ramon Rec Coordinator</u>
Email: <u>scox@sanramon.ca.gov</u>	Phone Number: <u>925-973-3332</u>
2. Reference Name: <u>Moe Kline</u>	Relationship: <u>Livermore Rec Coordinator</u>
Email: <u>mkline@larpd.org</u>	Phone Number: <u>925-373-5717</u>
Please list any other Park and Recreation Departments/Schools where you teach or have taught in the past: <u>San Ramon, San Carlos, Danville, Moraga, Union City, Newark, Mountain View, Pleasanton, Los Altos etc.</u>	

CLASS INFORMATION

Class Title <i>Public Speaking & Debate</i>		Minimum Enrollment <i>7</i>	Maximum Enrollment <i>20</i>
Catalog Season (Check all that apply)	<input checked="" type="checkbox"/> Fall Sept. — Dec.	<input checked="" type="checkbox"/> Winter Jan. — March	<input checked="" type="checkbox"/> Spring/Summer April — Aug.
Participant's Age/Grade: <i>6 yrs - 50 yrs</i>	Registration fee: <i>\$199</i>	Materials Fee (if any): <i>N/A</i>	
Preferred Day of the Week: <i>Tuesday</i>		How many classes per session*: <i>10</i>	
Equipment Needed: <i>None</i>			
Facility Type Needed (gym, field, <u>classroom</u>):			
Recreation Guide Description (not to exceed 45 words unless approved): <i>See Attached for fall proposal</i>			
Recreation Website Description (not to exceed 100 words): <i>See Attached for fall proposal</i>			

* The number of class sessions, which range from 6-15 are dependent on the amount of days the facilities are available (i.e. holidays, school events, etc.) Email description to: gelmores@hcsd.k12.ca.us

HILLSBOROUGH RECREATION STAFF ONLY (TO BE COMPLETED AT MEETING WITH CONTRACTOR)

Compensation: Instructor receives 70% of fees collected, after registration fees (\$10/participant deducted)
Agreed Upon Dates:
Insurance Forms (if required) turned in:
Contract Signed:

Contractor Signature: *Rich* Date: *5/11/15*

Staff Signature: _____ Date: _____

Bay Area Debate Club (1st to 3rd grade students)
Building Confidence in Public Speaking Course# PPS 101



This course teaches the beginning building blocks of public speaking. Starting with being ready, practiced and focused, they learn the importance of body language and variation in their voices. Within the fun milieu of show and tell, storytelling and poetry recitals, the goal is for your child to start developing more confidence and skill in expressing themselves to a group. To know more visit www.bayareadebateclub.com

Age: 6 years – 8 years (1st -3rd grade)
Fees: \$199
Instructor: Bay Area Debate Club
Number of Classes: 10
Days and Dates: Every Tuesday September 15th – November 17th (4:30PM-5:30PM)

Bay Area Debate Club Debates and Public Speaking Level 1 (4th – 8th grade students) Course # CS401



This class is a combo course of Public Speaking with Confidence and Essentials of Debating. It is an excellent course to take, as it not only focuses on teaching delivery and presentation skills but also provides foundation of critical thinking and essentials of debating. With lot of thought-provoking and stimulating topics and exciting activities to write and speak, students learn how to manage public speaking anxiety, present themselves with confidence, how to make strong arguments by providing reasoning and evidence. It improves their confidence, communication and general knowledge. To know more visit www.bayareadebateclub.com

Age: 10 years – 14 years (4 - 8 grades)
Fees: \$199
Instructor: Bay Area Debate Club
Number of Classes: 10
Days and Dates: Every Tuesday September 15th – November 17th (5:30PM-6:30PM)

Bay Area Debate Club Speaking with Confidence for Adults (AS.1)



Being able to communicate effectively and confidently has immeasurable benefits in professional, social and family life. We cannot escape from the occasions where we have to speak in front of a large group be it at work, parties or schools. In this course participants learn how to manage public speaking anxiety, present themselves with confidence, and connect with their audience through effective body language. It improves their confidence in public speaking and communication skills

Age:	18 – 50 years
Fees:	\$199
Instructor:	Bay Area Debate Club
Number of Classes	10
Days and Dates:	Every Thursday September 15 th – November 17th (6:30PM-8:00PM)