



AEF ENRICHMENT PROGRAM  
CLASS PROVIDER  
CLASS SESSION CONTRACT

School Year: 2015-2016

Fall ☒ Winter ☐ Spring ☐  
(please circle one)

School Site: BAY FARM

This agreement is entered into between the Alameda Education Foundation (AEF)  
and Bay Area Debate Club, an AEF After School Enrichment Class Provider.

**Class Provider Contact Information:**

Phone #: 510-573-2497 Cell phone: Email Address: kritha@bayareadebateclub.com

**All payment terms must be approved by the AEF Enrichment Program Director, or an AEF staff member.** The AEF After School Enrichment Class Provider agrees to teach the class described below:

Class Title: CS 401 Public Speaking and Debates Level 1

Minimum # of students: 6 Max # of students allowed to register and participate in class: 20

**Note: the teacher/student ratio must remain 1:20 or less. Classes like Karate & Capoeira must maintain a ratio of 1:15 or less.**

If your class maximum is above these ratios, please identify the additional teachers for this class session. All additional teachers must have the AEF Enrichment Class Provider paperwork completed and on file with AEF prior to working with students. What are the grade levels for the class: 4th to 8th

If multiple sessions are being offered during the same class dates, please include grade levels for each class:

The AEF After School Enrichment Class Provider agrees to teach the class described below in the assigned dates and times:

Day of week for Class: Thur. Class Time: 3:10-4:10pm Class Location: TBD No. of classes: 6

Class Dates (please list each class date individually) 2/4, 2/11, 2/18, 2/25, 3/3, 3/10

A performance ☐ will be included in this program on the following date(s)

**Procedures – Please initial**

**Initial R.K.** All instructors working on this school site under this contract, MUST will be informed of the procedures below & provided a copy of this session contract by the person signing this form for the class provider.

**Initial R.K.** The teacher must report to the school office prior to going to class.

**Initial R.K.** A class roster will be provided to the teacher prior to the commencement of the session. Upon completion of the session, this roster must be destroyed/shredded.

**Initial R.K.** If the teacher is running late to class they must call Denise Lum Ph 510-290-5544. If this person is not available they must call another parent/guardian listed on the roster to ensure someone stays with the students until the teacher arrives.

**Initial R.K.** If a class must be cancelled it is the responsibility of the teacher to call all parents/guardians and Site Coordinator Denise Lum Ph 510-290-5544

**Initial R.K.** All teachers must take attendance during the first class. If a student is not on the roster then the teacher must contact Denise Lum / Cam Do Ph 510-290-5544 / 415-939-2302 upon completion of the first class.

**Please note** you will not be paid for a student who is not on the roster.

**Initial R.K.** The room the class in which the class is held must be left in the same manner it was found.

**Initial R.K.** If no escort is available, the teacher must escort the onsite daycare students to/from the class.

**AEF Enrichment Class Provider has read and agrees to and acknowledges a copy of this Session Contract:**

Class Provider signature: R.K. Khurana Print Name: RITU KHURANA Date: 11/18/2015  
32.2

Site Coordinator signature: Cam Do Print Name: Cam Do 415-939-2302 Date: 11/14/2015

**This form must be returned to the Alameda Education Foundation by fax or email within 2 weeks of receipt.**

Alameda Education Foundation • a 501(c)(3) nonprofit • TAX ID: 94-2867769  
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updated 7/21/15 S.Olaes