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**Professional Development Proposal  
South Pasadena Unified School District**

November 9, 2022

**Proposal**

Gender Spectrum will provide the following professional development.

**Training Description**

Foundations of Gender Inclusion is a 3-hour workshop designed to establish basic understandings of gender diversity and approaches for applying them to professional practice in a school setting. Through direct presentation, video clips of youth and others talking about gender, and group reflection and discussion, this workshop takes participants through a review of basic gender concepts and terminology.

The workshop is divided into two(2) segments:

- **Part One (Asynchronous portion): *The Dimensions of Gender: An Evolving Discourse* (60 minutes)**
  - Presentation of key terminology and concepts related to gender
  - Reflection on personal beliefs and experiences with gender
  - Tracking Guide for capturing major concepts and themes
  - Optional: identification of staff questions for use in live debrief
- **Part Two (Synchronous session): *Debrief and Perspective to Practice* (120 minutes)**
  - Overview of gender literacy concepts
  - Facilitated discussion about gender literacy
  - Personalized reflection via breakout groups
  - Training that builds on understanding of basic concepts of gender and applies them to school settings
  - Applies *Dimensions of Gender* to counseling, social work, child welfare and institutional settings
  - Overview of data about family affirmation and its relation to health and wellbeing outcomes for transgender and other gender-expansive youth
  - Discussion of strategies related to supporting transgender and other gender-expansive youth in various contexts, including schools, at home and within their communities
- **Part Two (Synchronous session): *Creating Gender Support Plans* (90 minutes)**
  - Presentation of best practices related to Gender Support Plan (GSP) and/or Gender Communication Plan (GCP)
  - Holding a GSP or GCP meeting

**Training Format**

Foundations of Gender Inclusion is an interactive online training and will be delivered in the Asynchronous/Synchronous format.

The Synchronous sessions will be delivered virtually using a Zoom link supplied by Gender Spectrum.

**Pricing\***

\$1000 Foundations of Gender Inclusive Schools training  
\$500 Additional Perspective to Practice session

**Professional Services Fee**

|  |            |
|--|------------|
| Foundations of Gender Inclusion Training<br>(Synchronous Counseling session on 04/12/2023 @1-3pm & GSP on 05/03/2023 @1-3pm) | \$ 1000.00 |
| Additional Perspective to Practice session   | 500.00     |

|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>\$ 1500.00</b> |
|--------------|-------------------|

**TERMS AND CONDITIONS**

The terms listed below constitute the complete agreement between Gender Spectrum and your organization ("Client"). No additional terms may be added without written agreement.

By signing this proposal, I agree that:

- Gender Spectrum's expectation is that the Client will schedule a time to view the video portion prior to live training(s).
- Payment is due within 30 days of the delivery of services. In the case of ongoing work, invoices will be sent quarterly.
- The Client will be responsible for reimbursement of any service-related expenses, including in the case of Client-initiated cancellation of service, regardless of cancellation date. The Client will not be responsible for reimbursement of expenses in the case of Gender Spectrum-initiated cancellation of service. In general, Gender Spectrum books air travel as much as 60 days in advance for travel within the United States, and as much as 90 days in advance for international travel.
- Cancellations made by the Client 61 or more days before the delivery of services will incur an administrative penalty of 10% of the professional services fee, payable at the time of cancellation.
- The Client will incur a penalty of 50% of the professional services fee for cancellations made 30-60 days before the service delivery date.
- The Client will incur a penalty of 100% of the professional services fee for cancellations made less than 30 days before the service delivery date.
- Any fees associated with cancellations of trainings can be applied to future trainings for up to one year following the originally scheduled training.

For questions or more information, contact Rose Chung at [rchung@genderspectrum.org](mailto:rchung@genderspectrum.org) or (510) 788-4412.

*I agree to the terms listed in this proposal.*

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**Institution Representative Name and Title**

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**Institution Representative Signature**

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**Date**

We look forward to working with you and your community!

*\* If the proposed costs are a barrier to engaging in this work, we can discuss a sliding fee. While the prices for our services help support our organization, we never want cost to prevent schools from engaging in this important and necessary work.*