



AGREEMENT TO PROVIDE SERVICES

Agreement between: **Teaching Strategies, Inc.**
dba: Safe & Civil Schools (“Company”)
PO Box 50550 (541) 345-1442
Eugene OR 97405 FAX (541) 345-6431
93-0905279

Tax I.D. Number:
Contact person: **Kimberly Irving, Professional Services Coordinator**

Contracting Agency: **The School Board of Clay County**
23 S Green St
Green Cove Springs FL 32043

Contact person: **Tina Baker, STEM Project Specialist**

Job #: 1939
Title of Session: Foundations
Presenter: **Susan Isaacs**
Dates: September 22-25, 2015
February 23-25, 2016

Fees: \$21,000.00 (7 days @ \$3000 each) *plus travel expenses**
**Travel expenses for the 7 days listed above
to be reimbursed up to \$5000.00 in accordance with the School
District of Clay County policy.*

Safe and Civil Schools and the School District of Clay County, for the consideration set forth below, agree as follows:

1. The School District of Clay County agrees to pay the Safe and Civil Schools \$21,000 in fees for the presentations listed above. In addition, the School District of Clay County will reimburse all travel expenses incurred by Susan Isaacs for the presentations. An invoice with receipts will be provided at the conclusion of each presentation.
2. Videotaping of sessions is not allowed without prior written permission.
3. It is the responsibility of the School District of Clay County to reproduce handouts.
4. Airfare, lodging, car rentals, etc., will not be booked until contract is signed by School District of Clay County. Delay in signing contract may increase costs of these items, therefore, please sign and return promptly.
5. Any increased expenses due to circumstances outside of Safe & Civil Schools' control, including, but not limited to, inclement weather or airline delays will be billed to the School District of Clay County.

6. Materials are offered at a discount from **Pacific Northwest Publishing**, in conjunction with consultations only. Please phone our office for details.
7. **Safe & Civil Schools Rescheduling – Cancellation Policy:** In return the School District of Clay County agrees to the following rescheduling and cancellation terms. This policy applies to all training dates outlined by the contract.
 - If training is rescheduled or cancelled more than six months from the start date of training, no charges will be incurred by the School District of Clay County.
 - If training is rescheduled between six months and three months from the start date of training, any non-refundable travel expenses and change fees would be the responsibility of the School District of Clay County.
 - If training is cancelled between six months and three months from the start date of training, 25% of the training fee would be the responsibility of the School District of Clay County.
 - If training is rescheduled or cancelled between three months and one month from the start date of the training, 50% of the training fee plus any non-refundable travel expenses and change fees would be the responsibility of the School District of Clay County.
 - If the training is rescheduled or cancelled with less than one month from the start date of the training, 100% of the training fee plus any non-refundable travel expenses and change fees would be the responsibility of the School District of Clay County.

Thank you. Please sign and email to kimberly@safeandcivilschools.com or fax to (541) 345-6431

Johnna McKinnon/Chair

Date

Safe & Civil Schools

Date