



Boone County School District Contract
On-site Training

Theme and Content: Initial content as discussed to include communication skills directly applicable to dealing with the day-to-day interactions with coworkers and family of students. Focus on the understanding of individual communication styles, emotional intelligence foundational components, and ownership of the process which allows the employee to handle conflict and heightened emotional responses with empathy and professionalism. The recipients will leave with a clear understanding of their role within the communications and their accountability for positive results. Content is subject to review and adjustment upon further clarification of specific needs and desired outcomes.

Length: One day on-site, consisting of two sessions of two hours each, at times to be determined.

Date of training: October 3, 2019.

Location: On-site at your specified location.

Training fees:

- Training Program: \$1,500
- Additional Materials (i.e. printing of materials upon your direction and approval): as needed
- Travel Fees: Hotel fee for the evening prior to the training delivery. (Not to exceed \$200, recommended and approved by you prior to booking.)

Payment: Payment in full upon conclusion of training, on the training day. No deposit required in advance.

Upon approval of this quote, please sign and email back to me at: susan@brilliantgrp.com.

Approved by: (printed name) _____

Signature: _____

Date: _____