



AGREEMENT TO PROVIDE SERVICES

Agreement between: **Teaching Strategies, Inc.**
dba: Safe & Civil Schools (the “Company”)
21 West 6th Av. (541) 345-1442
Eugene, OR 97401 FAX (541) 345-6431
Tax I.D. Number: 93-0905279
Contact person: **Kimberly Irving, Professional Services Coordinator**

Contracting Agency: **Newport Intermediate School (the “Agency”)**
95 West 9th Street
Newport, KY 41071
Contact person(s): **Dennis Maines, Interim Principal**

Job #: 3136
Title of Sessions: Multi-Tiered System of Behavior Supports
Presenter: **Susan Isaacs**
Dates: September 3, 2019 and February 18, 2020
Fees: \$8,000.00 *plus travel expenses*

The Company and the Agency, for the consideration set forth below, agree as follows:

1. The Agency agrees to pay the Company \$8,000 in fees for the presentation listed above. In addition, the Agency will reimburse all travel expenses incurred by Susan Isaacs for the presentation. An invoice with receipts will be provided at the conclusion of the presentation.
2. Videotaping of sessions is not allowed without prior written permission.
3. It is the responsibility of the Agency to reproduce handouts.
4. Airfare, lodging, car rentals, etc., will not be booked until contract is signed by Agency. Delay in signing contract may increase costs of these items, therefore, please sign and return promptly.
5. Any non-refundable 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 Agency.
6. Materials are offered at a discount from **Ancora Publishing**, in conjunction with consultations only. Please phone our office for details.

Safe & Civil Schools Rescheduling – Cancellation Policy for dates scheduled between September 1st and July 14th: The Agency hereby 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 by the Agency more than three months (91 calendar days) from the start date of training, no charges will be incurred by the Agency.
- If training is rescheduled by the Agency between three months and one month (90 to 31 calendar days) from the start date of the training, any non-refundable travel expenses and change fees would be the responsibility of the Agency.
- If training is cancelled by the Agency between three months and one month (90 to 31 calendar days) 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 Agency.
- If the training is rescheduled or cancelled by the Agency with less than one month (30 calendar days) 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 Agency.

Safe & Civil Schools Rescheduling – Cancellation Policy for dates scheduled between July 15th and August 31st: The Agency hereby agrees to the following rescheduling and cancellation terms. This policy applies to all training dates outlined by the contract.

- If training is rescheduled by the Agency before April 15th then any non-refundable travel expenses and/or change fees would be the responsibility of the Agency.
- If training is cancelled by the Agency before April 15th then 50% of the training fee plus any non-refundable travel expenses and/or change fees would be the responsibility of the Agency.
- If training is rescheduled or cancelled by the Agency after April 15th then 100% of the training fee plus any non-refundable travel expenses and/or change fees would be the responsibility of the Agency.

Note: Agency will only be charged non-refundable or incurred travel expenses if the training is canceled due to weather or travel related delays.

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

Agency Signature

Date

Safe & Civil Schools

Date