



Kagan Quote
Quote 6515
Created on 2/10/2021

Quote 6515
Customer 136462

For Boone County Schools

District Per-Participant			
Description	Quantity	Amount	Est. Total
Cooperative Learning 5-Day Institute Date(s): July 12-16, 2021 Schools: Boone County Schools only Participant Description: 45 Guarantee	45	\$649.00	\$29,205.00
Kagan Structures for Little Ones 5-Day Institute Date(s): July 12-16, 2021 Schools: Boone County Schools only Participant Description: 45 Guarantee	45	\$649.00	\$29,205.00
Win-Win Discipline 5-Day Institute Date(s): July 12-16, 2021 Schools: Boone County Schools only Participant Description: 45 Guarantee	45	\$649.00	\$29,205.00
Total:			\$87,615.00
Please Note: This Price Quote will expire on April 11, 2021			

Notes

- Sales Tax: *Sales tax applies to course materials except for tax exempt organizations.
- For questions about this quote, please contact Lori Allnutt - Lori@KaganOnline.com or 949.545.6388



Letter of Agreement

This is an understanding and agreement between:

Kagan Professional Development (Kagan)
981 Calle Amanecer
San Clemente, CA 92673-2008

& Boone County Schools
8330 Us Highway 42
Florence, KY 41042-9286

Federal Tax ID: 33-0593901

Kagan will present the following event:

- I. Topic: Kagan Structures Level I - Institute
 - II. Date(s): July 12-16, 2021
 - III. Total Day(s): 5
 - IV. Time: 8:30am - 3:45pm
 - V. Location: Ignite Institute
-

Boone County Schools agrees to:

- I. Guarantee a minimum 45 participants @ \$649.00 per person.
- II. Sign and submit this Letter of Agreement along with an approved purchase order to Kagan at least 30 days prior to the start date of your event.
- III. Provide Kagan's Workshop Coordinator with a final participant count at least 30 days prior to the start date of your event.
- IV. If your signed agreement, approved purchase order, and participant count are not received at least 21 days prior to your event, you may be responsible for any additional shipping costs incurred.
- V. Comply with Kagan's Cancellation Policy:
 - 1. If the workshop is cancelled by Boone County Schools with at least 3 days notice, and is rescheduled to occur within three months of the original workshop date, Kagan will waive all expenses already incurred by Kagan.
 - 2. If the workshop is cancelled with 3 or fewer days notice, or is not rescheduled to occur within three months of the original workshop date, and Kagan has incurred travel and/or shipping expenses, Boone County Schools will reimburse Kagan for the expenses incurred.
 - 3. If Kagan cancels the workshop for any reason, Boone County Schools will not be responsible for any expenses incurred by Kagan.
- VI. Arrange for room set up per enclosed diagram. (Kagan will arrange when the site is booked by Kagan.)
 - 1. Ensure that arrangements are in order the day before the event.
 - 2. Provide the following equipment:
 - i. Tables and chairs
 - ii. LCD projector and table, podium, extension cord with power strip, and screen (minimum 8' x 8').
 - iii. Platform for presenter for groups over 50
 - iv. Display tables for book and material sales at the event
 - v. Lavalier wireless microphone and sound system for over 50 participants
 - vi. Three input cords to podium: 1) VGA cord to connect into venue projector; 2 & 3) two mini-jack input cords to connect into the venue audio system; one for the presenter's computer and the other for their iPod.
 - vii. Flip chart and markers (if applicable)

- VII. Provide one facilitator (usually the host of the event) for every 50 participants to assist with registration check in. (Please note these facilitators are not paid a helper bonus). They will be responsible for the following duties:
1. Registration check in and handing out course materials
 2. Refreshment set up and clean up, if applicable
- VIII. Market the event:
1. Distribute flyers to all local schools and districts
 2. Strongly promote the event to reach a maximum number of participants
- IX. Receive and store workshop materials.
- X. Provide helpers for the Kagan sales display. Your Workshop Coordinator will determine the number of sales helpers eligible to receive reimbursement for this event. Helpers will process sales orders during the workshop, and assist with the set-up and tear down of the display itself. Helpers must be available before and after the workshop and during breaks and lunch. Pre-authorized sales display helpers will be reimbursed \$100 per day (not to exceed \$200 per event) in the form of a check, or \$150 per day in Kagan materials (not to exceed \$300 per event). The *Sales Helper Form* must be completed and returned to Kagan within 30 days of the last day of the event for reimbursement. Please review the helper checklist in the *Host Packet* for full details.
- XI. Collect a completed *Evaluation Form* from each participant:
1. Keep the white copy for your records
 2. Forward the yellow copy to Kagan in the envelope provided with the "Return Pack Information"
 3. Give the pink copy to the presenter
- XII. Return all required registration materials to Kagan after the event, i.e. registration lists and registration forms.
- XIII. Return unused course materials in excess of the guaranteed minimum of 45 participants to Kagan after the event. Boone County Schools will be charged a fee equivalent to a 1-day workshop registration fee for each set of course materials not returned to Kagan.
- XIV. Comply with the terms of Kagan's Copyright: <https://www.KaganOnline.com/copyright>. Boone County Schools agrees not to offer trainings on the copyrighted content of this workshop without Kagan's permission or certification.
- XV. Collect a completed registration form from each participant in order to verify attendance and provide each participant a certification of completion.

Kagan agrees to:

- I. Ship to and from event, both event course materials and sales items for purchase.
 - II. Provide each paid participant with a (BKCLW, NKWB1v12, NKWB2v12, NKWB3v12, NKWB4v12, NKWB5v12, NKAP5, EMPSC) Kagan Cooperative Learning Textbook, Cooperative Learning Course Workbook Day 1 v.12, Cooperative Learning Course Workbook Day 2 v.12, Cooperative Learning Course Workbook Day 3 v.12, Cooperative Learning Course Workbook Day 4 v.12, Cooperative Learning Course Workbook Day 5 v.12, Action Plan 5: Kagan Cooperative Learning, Mix-Pair-Share Software Certificate.
 - III. Award each pre-approved sales display helper \$100 per day (not to exceed \$200 per event) in the form of a check, or \$150 per day in Kagan materials (not to exceed \$300 per event). In order to be eligible for reimbursement, sales helpers must process sales orders during the workshop, and assist with the set-up and tear down of the display itself. Helpers must be available before and after the workshop and during breaks and lunch. The *Sales Helper Form* must be completed and returned to Kagan within 30 days of the last day of the event for reimbursement. Please review the helper checklist in the *Host Packet* for full details.
 - IV. Provide Boone County Schools with an invoice and copy of applicable receipts after the event has concluded; typically within 30 days. Please contact Kagan's Contract Coordinator at 949-545-6366 if invoice is required by a specific date.
-

Both parties understand that:

- I. Boone County Schools may purchase Kagan product (except course materials) up to 3 weeks prior to the workshop date at a 10% discount plus free shipping. Please put event date on the purchase order to ensure a discount.
- II. All checks will be made out to Kagan; all profits will go to Kagan. Payment to be made upon completion of event and within thirty (30) days receipt of Kagan's invoice.
- III. It is agreed by Boone County Schools that no videotaping of the presentation will be allowed without prior written consent from the Director of Professional Development, Laurie Kagan.
- IV. Overpayments may be issued a credit coupon that can be used for prior, current, or future professional development, and/or product at the customers direction. Refunds by check will be made at customer's request.
- V. If events beyond the reasonable control of the parties (including, but not limited to, acts of God, declared war,

governmental authority, terrorist attacks in or near the workshop site, or curtailment of transportation to or from the workshop site) make it illegal, impossible, or unreasonable for the trainer to perform as originally contracted under this Agreement, Kagan may terminate this Agreement, without liability. In the very extraordinary instance that an event must be cancelled by Kagan, Kagan agrees to reschedule the event, but will assume no financial responsibility to Boone County Schools for the results of the cancellation.

Required Billing Information (*Host school/district to complete*)

☐ ☐ This agreement must receive board approval.

Yes No

If yes, date approved: _____

☐ ☐ The billing contact is different from the Host as listed in the above Letter of Agreement.

Yes No

If yes, please complete the following:

Billing Contact Name: _____

Title: _____

Billing Address: _____

Phone: _____ Fax: _____

Email: _____

To indicate your understanding and agreement, please sign one copy of this Letter of Agreement and return it to Kagan.

Agreed to and accepted by:



(Signature)

Kagan Professional Development

Director of Educational Partnerships
(Title)

February 16, 2021
(Date)

(Signature)
Boone County Schools

(Title)

(Date)



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San Clemente, CA 92673-2008

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8330 Us Highway 42
Florence, KY 41042-9286

Federal Tax ID: 33-0593901

Kagan will present the following event:

- I. Topic: Kagan Win-Win Discipline - Institute
 - II. Date(s): July 12-16, 2021
 - III. Total Day(s): 5
 - IV. Time: 8:30am - 3:45pm
 - V. Location: Ignite Institute
-

Boone County Schools agrees to:

- I. Guarantee a minimum 45 participants @ \$649.00 per person.
- II. Sign and submit this Letter of Agreement along with an approved purchase order to Kagan at least 30 days prior to the start date of your event.
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- VI. Arrange for room set up per enclosed diagram. (Kagan will arrange when the site is booked by Kagan.)
 - 1. Ensure that arrangements are in order the day before the event.
 - 2. Provide the following equipment:
 - i. Tables and chairs
 - ii. LCD projector and table, podium, extension cord with power strip, and screen (minimum 8' x 8').
 - iii. Platform for presenter for groups over 50
 - iv. Display tables for book and material sales at the event
 - v. Lavalier wireless microphone and sound system for over 50 participants
 - vi. Three input cords to podium: 1) VGA cord to connect into venue projector; 2 & 3) two mini-jack input cords to connect into the venue audio system; one for the presenter's computer and the other for their iPod.
 - vii. Flip chart and markers (if applicable)

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1. Distribute flyers to all local schools and districts
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- XI. Collect a completed *Evaluation Form* from each participant:
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- XIV. Comply with the terms of Kagan's Copyright: <https://www.KaganOnline.com/copyright>. Boone County Schools agrees not to offer trainings on the copyrighted content of this workshop without Kagan's permission or certification.
- XV. Collect a completed registration form from each participant in order to verify attendance and provide each participant a certification of completion.

Kagan agrees to:

- I. Ship to and from event, both event course materials and sales items for purchase.
 - II. Provide each paid participant with a (BKWW, NWWv15) Win Win Discipline Book, Win Win Discipline 5-Day Course Workbook v.15.
 - III. Award each pre-approved sales display helper \$100 per day (not to exceed \$200 per event) in the form of a check, or \$150 per day in Kagan materials (not to exceed \$300 per event). In order to be eligible for reimbursement, sales helpers must process sales orders during the workshop, and assist with the set-up and tear down of the display itself. Helpers must be available before and after the workshop and during breaks and lunch. The *Sales Helper Form* must be completed and returned to Kagan within 30 days of the last day of the event for reimbursement. Please review the helper checklist in the *Host Packet* for full details.
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(Title)

February 16, 2021
(Date)

(Signature)
Boone County Schools

(Title)

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Kagan agrees to:

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 - II. Provide each paid participant with a (BWCLP, NLO5) Cooperative Learning for Primary Book, Structures for Little Ones Day 1-3 guts v.5_3 and Structures for Little Ones Day 4 guts v.5_1 & Structures for Little Ones Day 5 Workbook v.5 (workbooks printed in day order and placed in a binder in order with day 1-5 tabs).
 - III. Award each pre-approved sales display helper \$100 per day (not to exceed \$200 per event) in the form of a check, or \$150 per day in Kagan materials (not to exceed \$300 per event). In order to be eligible for reimbursement, sales helpers must process sales orders during the workshop, and assist with the set-up and tear down of the display itself. Helpers must be available before and after the workshop and during breaks and lunch. The *Sales Helper Form* must be completed and returned to Kagan within 30 days of the last day of the event for reimbursement. Please review the helper checklist in the *Host Packet* for full details.
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Email: _____

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Agreed to and accepted by:



(Signature)
Kagan Professional Development

Director of Educational Partnerships
(Title)

February 16, 2021
(Date)

(Signature)
Boone County Schools

(Title)

(Date)



KaganOnline.com
Website Terms of Use and Notices
Updated October 2003

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Kagan reserves the right at all times to disclose any information as Kagan deems necessary to satisfy any applicable law, regulation, legal process or governmental request, or to edit, refuse to post or to remove any information or materials, in whole or in part, in Kagan's sole discretion.

Always use caution when giving out any personally identifiable information about yourself or any minor child in any Communication Service. Kagan does not control or endorse the content, messages or information found

in any Communication Service and, therefore, Kagan specifically disclaims any liability with regard to the Communication Services and any actions resulting from your participation in any Communication Service. Managers and hosts are not authorized Kagan spokespersons, and their views do not necessarily reflect those of Kagan.

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Table of Trademarked Names of Kagan Structures

Acronym Arranger	Listen Right!	Send A Problem
Acrostic Composer	Logic Line-Ups	Sequencing
Agreement Circles	Lyrical Lessons	Share & Switch
Agree-Disagree Line-Ups	Match Mine	Sharing Secrets
All Around The Clock	Metacognition	Showdown
Alphabetical List Mnemonic	Mind Mapping	Show Me
Background Music	Mix Freeze Group	Similarity Groups
Before-N-After	Mix-Music-Meet	Simulations

Blind Sequencing
 Boss/Secretary
 Carousel Discuss
 Carousel Feedback
 Carousel Interview
 Carousel Mind Map
 Carousel Present
 Carousel Review
 Categorizing
 Celebrity Circuit
 CenterPiece
 Charting
 Choices Game
 Choose-A-Chip
 Choral Practice
 Chunking
 Circle the Sage
 Consensus Seeking
 Corners
 Debate
 Dot the Wall
 Draw-A-Chip
 Draw It!
 Draw What I Write
 Drop-A-Chip
 Dueling Flipcharts
 Echoing
 Estimate Line-Ups
 Fact or Fiction
 Fan-N-Pick
 Find My Rule
 Find Someone Who
 Find the Fiction
 Fist to Five
 Flashcard Game
 Folded & Split Value Lines
 Formations
 Four S Brainstorming
 Give One, Get One
 Guided Imagery
 Idea Spinner
 Inside-Outside Circle
 Jigsaw
 Jigsaw Problem Solving
 Jot Thoughts
 Journal Reflections
 Kinesthetic Symbols
 Line-Ups
 Linkages

Mix-N-Match
 Mix-Pair-RallyCoach
 Mix Pair Share
 Muscle Relaxation
 Numbered Heads Together
 Number-Letter Code Mnemonic
 Number-Rhyme Mnemonic
 Number-Shape Mnemonic
 Observe-Draw-RallyRobin
 One Stray
 Opinion Sages
 Paired Heads Together
 Pairs Check
 Pairs Compare
 Pantomime
 Paraphrase Passport
 Partners
 Partner Expert Group Jigsaw
 People Hunt
 Picking Stickies
 Placemat Consensus
 Poems for Two Voices
 Popcorn
 Primary Interview
 Proactive Prioritizing
 Probability Line Ups
 Q-Spinner
 Quiz, Quiz, Trade
 RallyCoach
 RallyRead
 RallyReTell
 RallyRobin
 RallyTable
 ReadingBoard Game
 Relaxation Breathing
 Reservoir Room
 Response Mode Discussion
 Roam the Room
 Roller Derby
 RoundRobin
 RoundTable
 RoundTable Variations
 RoundTable Consensus
 Roving Reporter
 Sages Share
 Same-Different
 Same Number Group Interview
 Same Number Groups Present
 See One, Do One, Teach One

Simultaneous RoundTable
 Solo
 Songs For Two Voices
 Spend A Buck
 Spin-A-Q
 Spin-N-Review
 Spin-N-Think
 Stand-N-Share
 Stand Up, Hand Up, Pair Up
 Stir-The-Class
 Storytelling
 Stroll-Pair-Share
 Sum-The-Ranks
 Take Off, Touch Down
 Talking Chips
 Team Chants
 Team Charades
 Team Formations
 Team Inside-Outside Circle
 Team Interview
 Team Line-Ups
 Team Mind-Mapping
 Team-Pair-Solo
 Team Projects
 Team Stand-N-Share
 Team Statements
 Team Window
 Team Word-Webbing
 Teammates Consult
 Telephone
 Thinkpad Brainstorming
 Think-Pair-Share
 Three Pair Share
 Three-Step Interview
 Three Stray
 Timed-Pair-Interview
 Timed-Pair-Share
 Trading Cards
 Transparency Slideshow
 Traveling Heads Together
 Turn Toss
 Two Stray
 Visual/Spatial Mind
 Mapping
 Visualization
 Visualize Share
 Vocab Toons
 Vocabulary Spinner
 Who Am I?
 Window Paning