

# School Group Agreement

## Great Smoky Mountains Institute at Tremont

9275 Tremont Rd, Townsend, TN 37882

Phone: 865-448-6709, Fax 865-448-9250

www.gsmit.org mail@gsmit.org



School: #10249

Oldham County Middle School

4305 Brown Blvd

La Grange, KY

40031

Lead Teacher:

Kathy Beardsley

Please fill in your home contact information

Address: \_\_\_\_\_

Cell or home phone: \_\_\_\_\_

Home email: \_\_\_\_\_

Arrival Date 4/21/2025 Arrival Time \_\_\_\_\_ Suggested arrival time is 10:30 – 11:30 am Eastern Time

Departure Date 4/23/2025 Departure Time \_\_\_\_\_ Suggested departure time is noon - 1:30 pm

Number of students: 50 Number of Adults: 5

Groups with 12 students or less must pay for 100% teaching. We reserve the right to cancel groups who fall below 12 total people, including adults, and retain the deposit.

**Teaching Model: 3 day Cooperative teaching - Group Students 6th grade**

**Program Cost:** \$281.00 per person, including up to 1 teacher/chaperone per 8 students

\$440.00 per extra adult (above 1 teacher/chaperone per 8 students)

Please submit the deposit amount of **\$1,545.50** no later than **6/28/2024**.

Terms of Agreement: This signed agreement should be returned within 30 days. Groups have the opportunity to finalize their guaranteed minimum number by **2/21/2025**. If they do not, they will be responsible for a minimum payment of 90% of the total number of participants indicated in this agreement.

**Cancellation Policy:** A group who cancels will lose their deposit or be billed 10% of their scheduled number of participants, whichever is higher. Cancellations made *after 60 days* prior to the scheduled date will be billed for 50% of their scheduled total number of participants.

**We agree to the terms as stated**

Agreed by Tremont:

\_\_\_\_\_ on 5/14/2024

Agreed by lead teacher:

\_\_\_\_\_ on 7.24.2024

Agreed by principal:

\_\_\_\_\_ on 7/22/24

OLDHAM COUNTY MIDDLE SCHOOL  
Purchase Order - School Activity Funds

F-SA-7

Vendor Name: Great Smoky Mountain Institute PO #: 20250010  
Address: 9275 Tremont Rd @ Tremont Vendor #:   
Townsend, TN 37882 Activity Account: 180 -

Deliver To:   
Bill to: Nature Club

1099 Vendor:	Yes	No	W9 required on new & 1099 vendors
Tax Exempt: B-1197			
Important Notice: Conflict of interest, gratuities and kickbacks are prohibited by policy of the Oldham County Board of Education			

Purchases (must be approved before ordering)

Qty.	Item #	Item Description	Unit Cost (\$/ea.)	Total(s)
		Deposit for		\$1400
		Trip 4/21 - 4/23/2025		
Estimated Total:				\$1400

Requested By: Kathy Beardsley  
(Sponsor Requesting Purchase)

Date Requested: July 8, 2024  
KEB

Approvals - FOR OFFICE USE ONLY

*Purchases involving changes to school site or property (indoor/outdoor) require an approved Building & Site Improvement Modification Form.		*Technology orders must be submitted to the Technology Department for purchase.	
By signing below, I authorize this order and have verified there are sufficient funds available for this purchase. Hand-written signatures and dates ONLY, not typed			
<u>Susan M. Buckley</u> Bookkeeper Review (verifies funds are available/being collected)	<u>2/11/11</u> Principal Signature	<u>7-22-24</u> Date Approved	
Level Director Signature (required on purchases > \$5,000)	Date Approved	Superintendent Signature (required on purchases > \$20,000)	Date Approved

Purchase Order Payment Details

Account Code	Invoice Date	Invoice Number	Amount
180 -			

MODEL PROCUREMENT

Bid Law	Non-Competitive Bid	Small Purchase	Intergovernmental	N/A	N
Bid Law #	(Attached)	B&F (Attached)			

Check Number:

Date Paid: