



## 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

Tax I.D. Number: 93-0905279

Contact person: **Kimberly Irving, Professional Services Coordinator**

Contracting Agency: **Idaho Falls School District 91 ("District")**  
690 John Adams Pkwy  
Idaho Falls, ID 83401

Contact person: **Jennifer Jackson, Director of Curriculum & Professional Development**

Job #: 2484

Presenter: **Tom Stacho**

Title of Session: CHAMPS

Dates: June 7-8, 2017  
August 22-23, 2017

Title of Session: ParaProfessional

Dates: August 24, 2017

Fees: \$15,000.00 (5 days @ \$3000 each) *plus travel expenses*

### **The Company and the District, for the consideration set forth below, agree as follows:**

1. The District agrees to pay the Company \$15,000 in fees for the presentations listed above. In addition, the District will reimburse all travel expenses incurred by Tom Stacho 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 District to reproduce handouts.
4. Airfare, lodging, car rentals, etc., will not be booked until contract is signed by District. 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 District.
6. Materials are offered at a discount from **Pacific Northwest Publishing**, in conjunction with consultations only. Please phone our office for details.

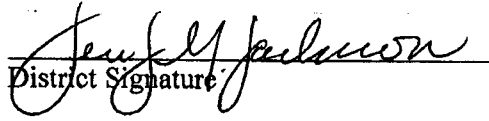
**Safe & Civil Schools Rescheduling – Cancellation Policy for dates scheduled between September 1st and July 14th:** The District hereby agrees to the following rescheduling and cancellation terms. This policy applies to all training dates outlined by the contract.

- If training is rescheduled or cancelled by the District more than three months (91 calendar days) from the start date of training, no charges will be incurred by the District.
- If training is rescheduled by the District 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 District.
- If training is cancelled by the District 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 District.
- If the training is rescheduled or cancelled by the District 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 District.

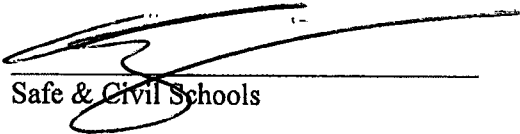
**Safe & Civil Schools Rescheduling – Cancellation Policy for dates scheduled between July 15<sup>th</sup> and August 31<sup>st</sup>:** The District hereby agrees to the following rescheduling and cancellation terms. This policy applies to all training dates outlined by the contract.

- If training is rescheduled by the District before April 15<sup>th</sup> then any non-refundable travel expenses and/or change fees would be the responsibility of the District.
- If training is cancelled by the District before April 15<sup>th</sup> then 50% of the training fee plus any non-refundable travel expenses and/or change fees would be the responsibility of the District.
- If training is rescheduled or cancelled by the District after April 15<sup>th</sup> then 100% of the training fee plus any non-refundable travel expenses and/or change fees would be the responsibility of the District.
- District 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](mailto:kimberly@safeandcivilschools.com) or fax to (541) 345-6431

  
District Signature

4/5/17  
Date

  
Safe & Civil Schools

4/12/2017  
Date