



Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 11/16/23

Contract/Agreement Vendor:

Kagan Vern Minor

Name of Vendor & Contact Person

vern@kaganonline.com

Vendor Email Address

Cooperative Meetings

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

District employees

Reason/Audience to benefit

12/4/23

BOE Date

Varies

Amount of agreement

Person Submitting Contract/Agreement for Review: Kristin Henness

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator:

Kristin Henness

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin:

Cabinet Team Member:

Karla Dyess

Funding Source:

11/795

Fund/Project

OCAS Coding



Consent



Action

Kagan Cooperative Meetings gives step by step structures to build trusting relationships, lead in professional dialogue, and make collaborative decisions. Learn various structures for engaging all staff members/students, making them active participants in meetings. Leave with inspiration and direction to create ideal environment, a professional learning community of motivated leaders and learners. This training is \$399 per person with a minimum of 45 attendees. Final cost to the district will be determined by final count of attendance. This will be paid for using ESSER funds. K. Henness

Summary

This area must be complete with full explanation of contract

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

38934



November 16, 2023

Kagan will provide onsite professional development services for the Broken Arrow School District for the following Cooperative Meetings sessions for January 31-February 1, 2024. The cost per attendee will be \$399.00 (including materials and travel) with a minimum of 45. No additional cost will be paid out by Broken Arrow Public Schools.

The Broken Arrow School District agrees to reserve and provide meeting space for the Kagan training.


Kagan Representative

11.16.2023
Date

Broken Arrow Public Schools Representative

Date

Venue:

210 N Main St
Broken Arrow, Oklahoma, 74012-4181

Date & Time:

January 31, 2024 - February 1, 2024
8:00am - 3:15pm, Central Time (US and Canada)
Please plan to have the room set up the day prior to your workshop.

Title:

Kagan Cooperative Meetings 2-Day

Price:

Event Fee: \$399 per person /45 guaranteed
This pricing is for 50 participants from Broken Arrow Public Schools ISD #I-3.

* If your approved Purchase Order is not received at least 21 days prior to your event, you may be responsible for any additional shipping charges incurred.

Grade Level:

K-12

Participant Count:

50 participants from Broken Arrow Public Schools ISD #I-3.

Participants attending from outside Broken Arrow Public Schools ISD #I-3 must pay \$399.00 per person (unless prior written approval is obtained from Kagan).

If you have questions about your event or would like to make any changes, please email contracts@kaganonline.com.

Thank you!

Lori Allnutt
KPD Operations Manager
Kagan Publishing & Professional Development
981 Calle Amanecer, San Clemente, CA 92673-2008
Direct: (949) 545-6388, Fax: (949) 369-6599

Emergency Contact Note:

In the event of an emergency situation regarding your workshop after the office has closed, you may dial 949-545-6393 to speak with someone who can assist you.

It's All About Engagement!

[K:BJN6DR]