

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 6/6/2022

Contract/Agreement Vendor: MANDT SYSTEMS / MARY MCKENZIE
 Name of Vendor & Contact Person
 mary@mandtsystems.com
 Vendor Email Address

**AGREEMENT TO HOST AN AREA WIDE
 INSTRUCTOR TRAINING FOR THE MANDT
 SYSTEM.**

Summary
AREA DISTRICT STAFFS
 Reason/Audience to benefit
 6/27/2022 0.00
 BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review: DAYLENE THORNTON

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal **&/or** Director or Administrator: *Daylene Thornton*
Daylene Thornton (Jun 6, 2022 12:02 CDT)

Does this Contract/Agreement utilize technology? YES/NO
 If yes, Technology Admin: _____

Leadership Team Member: *Karla Dyess*

Funding Source: _____ _____
Fund/Project OCAS Coding

- Consent Item: Accept and approve the NEW/RENEWAL agreement between Broken Arrow Public Schools and the vendor listed above. (ie. New fiscal year &/or Renewal services)
- Action Item: Discussion, motion and vote on motion to approve or disapprove the NEW agreement between Broken Arrow Public Schools and the vendor listed above. (ie. Purchase over \$50,000 &/or new service)

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.



MEMORANDUM

To: Mr. Chuck Perry
From: Daylene Thornton
Date: 6/6/2022
Re: NEW Agreement with MANDT Systems

SUBJECT

Accept and approve the NEW agreement between Broken Arrow Public Schools and Mandt Systems Inc. Broken Arrow agrees to host an open training for instructors in the Mandt program. Mandt agrees to provide one free instructor training for Broken Arrow. - D. Thornton

SUMMARY

The Mandt System is a state approved form of restraint training used in schools to prevent injury to students and staff during stressful events. District instructors in the Mandt system must attend a 4 day training to obtain certification to be an instructor. Certification will be used to train local special education teachers and support staff, as well as some administrators and counselors.

FUNDING

None.

ENCLOSURE/ATTACHMENTS

Contract
Hosting Agreement



The Mandt System®

June 3, 2022

Daylene Thornton
Executive Director of Special Education
Broken Arrow Public Schools
701 South Main Street
Broken Arrow, OK 74012

Unrivaled
global experts
in preventing
workplace
and relational
violence

Dear Ms. Thornton,

Please review carefully the following terms of the proposed Relational/Conceptual/Technical (RCT) Instructor Certification program hosted by Broken Arrow Public Schools ("Entity") on October 25-28, 2022 and conducted by The Mandt System, Inc. (Federal Tax I.D 74-1934982) ("Mandt"):

Since 1975
we have
partnered with
organizations
worldwide to
create healthy
relationships

The Mandt System, Inc. agrees to:

1. Conduct One (1) thirty-two (32) hour Relational/Conceptual/Technical (RCT) Instructor Certification program hosted by Broken Arrow Public Schools on October 25-28, 2022.
2. Provide a Mandt System Faculty Instructor to conduct the training.
3. Provide all necessary and applicable teaching materials for participants attending the training.
4. Make all travel arrangements and hotel reservations for the Mandt System Faculty Instructor.

Broken Arrow Public Schools agrees to:

1. Entity will provide all requirements listed in the hosting form. This agreement, as listed herein, is contingent upon you signing the hosting form.
2. Provide proof of insurance in an amount equal to or exceeding \$1,000,000 in liability for injuries to persons or damages to property which may arise from or in connection with Entity's provision of the facilities; the cost of such insurance shall be borne by Entity.
3. Execute Hold Harmless Agreement below.

Utilizing a
research
based
continuous
learning and
development
approach

HOLD HARMLESS AGREEMENT

Entity agrees that the provision of the facility by Entity for the foregoing training is based upon Entity's assertion that the facility is fit for use as described herein. Under no circumstances shall The Mandt System, Inc., its principals, owners, directors, employees, contractors, agents, volunteers, or insurers (collectively, "The Mandt System") be liable for the facility provided by Entity for the foregoing training, its condition, or its maintenance. Entity agrees to defend, indemnify, and hold harmless The Mandt System, Inc. from and against any and all liability, loss, damage, expense, costs (including and without limitation, costs, attorney's fees and fees of litigation) of every nature arising out of, or in connection with, or relating to the facilities provided by Entity or any use thereof by Entity's employees, licensees, or invitees.

Please Note: Participants in the Juvenile Justice Instructor Certification and Enhanced Safety Programs must be in attendance all training days and successfully complete a written examination to receive Instructor Certification. The Conceptual chapters of the program are taught as optional online program which can be completed after the instructor successfully completes the Relational and Technical chapters of the program.

All products and services rendered are provided in consideration of the transaction contemplated herein. Entity acknowledges and agrees that the programs and the provision of information and materials does not constitute a license of intellectual property to Entity, and that all rights therein (including, without limitation, trademarks, service marks, copyrights and all other intellectual property) belong to and shall remain the sole and exclusive property of The Mandt System, Inc.

If these terms are agreeable, please sign below and retain a copy for your file, and email one copy back to The Mandt System, Inc.

The Entity (as Named Above)

The Mandt System, Inc.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



Hosting Incentive Program*

Due to the increase in budget cuts and higher staff turnover, many agencies need new ways to cut costs while maintaining quality training and services for their staff. The Mandt System, Inc. offers the Hosting Incentive Program as an additional benefit to our customers. Our program will help you trim your training budget while providing quality staff training. This also provides an opportunity for you to showcase your program or setting.

What is the Hosting Incentive Program?

In exchange for hosting a Mandt System® training event, an agency which qualifies* for the program will receive a free certification option. The hosting credit may be used for the hosted event or for a future training.

The free certification may consist of one of the following:

- 2 free certifications for a 1-day training event
- 1 free certification for a 3-day training event
- 1 free certification for a 4-day training event (including Advanced trainings)

How do I qualify?

To qualify for the Hosting Incentive Program your agency must meet the following training room requirements.

Please check items you can provide.

- A room with a minimum of **1600 available square feet** in a quiet environment, (free of traffic and other distractions) Please provide dimensions of the room as well as pictures. Space must be clear of clutter (no extra chairs, tables, file cabinets, etc.) and must be available to practice physical techniques
- Provide a table for the instructor
- A screen for projection
- A flip chart with paper and pens
- Round tables or a U-shaped table set-up (facing the screen)
- Ice water, coffee, tea and snacks for participants (such as donuts, muffins, breakfast pastries, cookies and/or fruit)
- Utensils (i.e. cups, napkins, spoons, etc.)
- The room must be available from **7:30 AM to 5:00 PM** each training day and must have **adequate temperature control**. Air conditioning is especially important for participants when we practice physical techniques
- Meets ADA requirements for accessibility
- Access to an electrical outlet and utility (strip) cord or power bar
- Store training materials shipped by The Mandt System and have them in the training room prior to the commencement of event

To ensure adequate participation, sharing information about the upcoming Mandt System® workshop to organizations in the area is requested. *Events must have a minimum of 12 participants to qualify for the host credit. Interested individuals can register through our on-line registration at www.mandtsystem.com or by calling our toll free number **1-800-810-0755**. (Please advise your staff and other interested parties to register for the training as soon as possible. Classes may fill-up quickly, and attendance is based on a first-come, first served basis).

Failure to comply with the minimum requirements may place at risk the compensation of the free certification(s).

How Do I Apply?

Please complete ALL information requested on this form.
Please email this form to the Event Coordinator, hosting@mandtsystem.com.

Agency Name: BROKEN ARROW PUBLIC SCHOOLS

Agency Address: 701 S MAIN ST

City: BROKEN ARROW State: OK Zip: 74012

Phone: 918-259-5700 Fax: 918-251-0689

Website: baschools.org

Contact Person: TIFFANY ROYAL Phone: 918-259-5757

Email: taroyal@baschools.org

Address to send training materials: Same as above Contact person: TIFFANY ROYAL ESC 2ND FLOOR

Address: 701 S MAIN ST BROKEN ARROW, OK 74012

Important information regarding location secured for the training:

Site Name CENTRAL ON MAIN / BALLROOM

Address: 210 N MAIN ST, BROKEN ARROW, OK 74012

Building name and/or #: CENTRAL ON MAIN Room name and/or Unit #: BALLROOM

Directions to the event location: _____

Google Maps, Mapquest link or GPS: _____

List any security details for participants: (check in at front desk, stop at the guard shack, pick up a badge)

CHECK IN WITH THE RECEPTIONIST

List any parking details for participants: (use visitor parking, park on the street, ask the guard on duty)

_____ (please initial) Size/dimensions of training room 79.5' X 67'

_____ (please initial) Picture of training room

If you would like this to be a closed event, please contact our staff.

Agreement Signed by: _____
(Please Print Name)

Signature: _____ Date: _____



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Please complete ALL information requested on this form.

Please email this form to the Event Coordinator, hosting@mandtsystem.com.

Agency Name: _____

Agency Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Website: _____

Contact Person: _____ Phone: _____

Email: _____

Address to send training materials: Same as above Contact person: _____

Address: _____

Important information regarding location secured for the training:

Site Name _____

Address: _____

Building name and/or #: _____ Room name and/or Unit #: _____

Directions to the event location: _____

Google Maps, Mapquest link or GPS: _____

List any security details for participants: (check in at front desk, stop at the guard shack, pick up a badge)

List any parking details for participants: (use visitor parking, park on the street, ask the guard on duty)

_____ (please initial) Size/dimensions of training room _____

_____ (please initial) Picture of training room

If you would like this to be a closed event, please contact our staff.

Agreement Signed by: _____

(Please Print Name)

Signature: _____ Date: _____