



1201 Court Street NE, Suite 400, Salem, OR 97301
503-588-2800 | 800-578-6722 | Fax 503-588-2813 | www.osba.org

Agreement for Services

1. The Oregon School Boards Association will provide to the Corbett School District **facilitation of charter conversion discussion** beginning on **November 19, 2018**.

2. The Corbett School District will pay the cost of services as follows:

Professional Time	\$120/hour
Mileage (calculated from the OSBA office in Salem)	IRS Rate
Meals, lodging and other expenses	Actual Cost

Total invoiced expenses shall not exceed \$500 unless approved in advance by the Corbett School District.

1. An invoice will be sent when the project is completed.
2. Cancellation more than 24 hours prior to the in person meeting:
 - a. If the cancellation is more than twenty-four (24) hours from the scheduled in person meeting and the Association has incurred no expenses (e.g. mileage, lodging cancellation fees, meals) there will be no charge for the cancellation, including the workshop fee.
3. Cancellation less than 24 hours prior to the in person meeting:
 - a. If the cancellation is within twenty-four (24) hours of the scheduled in person meeting, then the Corbett School District is responsible for the workshop fee and any expenses the Association has incurred (e.g. mileage, lodging, meals and other travel related costs including any cancellation fees).
 - b. If the Corbett School District reschedules and completes the workshop within four (4) months of the cancellation, there will be no additional fees or charges for the workshop itself. The Corbett School District will be billed for the actual expenses the Association incurs in performing the rescheduled contracted services (e.g. mileage, lodging, meals and other travel related costs).
4. This Agreement shall be effective on the day it is signed by both parties and shall terminate upon completion of services or on the date the Corbett School District ceases to be a member of the Oregon School Boards Association.

Corbett School District

Signature: _____

Title: _____

Superintendent

Date: _____

11/6/2018

Oregon School Boards Association

Signature: _____

Title: Director of Board Development

Date: October 29, 2018