



### Agreement for Service

1. The Oregon School Boards Association (OSBA) will provide the Corbett School District (District) with workshops and facilitation services in conjunction with the OSBA Rural Caucus Scholarship Program to be **completed by June 30, 2026**.
2. The Corbett School District will schedule services with the assigned OSBA consultant at the current fee schedule rate, not to exceed the full Rural Caucus Scholarship Program award of **\$1,500**. Rates for services and expenses include, but are not limited to, the following:

Full Rural Caucus Scholarship Program	\$1,500.00
Full-day workshop (up to 6 hours)	\$1,200 plus travel
Half-day workshop (up to 3 hours)	\$885 plus travel
Board Self-Assessment Survey (BSAS)	\$910 plus travel
Professional Time	\$200/hour
Travel Time	\$100/hour
Mileage (calculated from the consultant's location)	IRS Rate
Meals, lodging and other expenses (if applicable)	Actual Cost

**Total expenses covered under the scholarship shall not exceed \$1,500.00. Any additional expenses or projects beyond this amount will be billed separately.**

3. If OSBA's fees increase, OSBA will notify the district in writing thirty days prior to the increase in fees charged pursuant to this agreement.
4. Cancellation more than 24 hours prior to an 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.
5. Cancellation less than 24 hours prior to an 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 any expenses the Association has incurred (e.g., mileage, lodging, meals, and other travel-related costs including any cancellation fees).
6. Cancellation, rescheduling, and alternative provisions of service due to safety concerns:
  - a. District agrees to provide a safe, non-discriminatory working environment for OSBA staff. Failure to provide a safe, non-discriminatory working environment for OSBA staff, may result in termination of this contract.
  - b. OSBA consultant may determine that inclement weather conditions pose a safety risk and prevent travel for an in-person workshop or meeting. If this occurs, the meeting may be moved to a virtual format, if appropriate. If this is not possible, appropriate, or the District does not wish to have the meeting virtually, the meeting will be rescheduled.
  - c. OSBA consultant may determine that conditions for an upcoming meeting pose a safety risk and has the right to request additional security personnel be present at the meeting, or that the meeting be moved to a virtual format. If the District is not able or willing to provide any of these accommodations, the meeting will be rescheduled.
  - d. If conditions at a meeting become such that the OSBA consultant feels that their safety is at risk, or is uncomfortable proceeding with the meeting, they may ask that the meeting be recessed, rescheduled, move to a virtual format, or they may leave the meeting.
7. The Corbett School District will not be invoiced for the \$1,500 scholarship award provided by the Rural Caucus. Scholarship funds will be applied directly to the cost of services. The district will be invoiced only for expenses exceeding \$1,500 after services are completed and scholarship funds are exhausted.
8. 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, or upon nonpayment of invoiced services.
9. The Corbett School District may terminate this agreement at any time by providing written notice to the Oregon School Boards Association. The Corbett School District will remain responsible for payment for any services incurred up to the time of the written notice is received by the Association, but the Corbett School District will not be responsible for any costs incurred after receipt of the written notice terminating this agreement.

10. The Oregon School Boards Association may terminate this agreement at any time by providing written notice to the Corbett School District for failure to comply with the program requirements as stated in the application submitted by the Corbett School Board. The Corbett School District will remain responsible for payment for any services incurred up to the time written notice is received by the Corbett School District, but the Corbett School District will not be responsible for any costs incurred after receipt of the written notice terminating this agreement.

**Corbett School District**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Oregon School Boards Association**

Signature: \_\_\_\_\_

Title: Director of Board Development \_\_\_\_\_

Date: December 12, 2025 \_\_\_\_\_