



Educational Management Consultant Services

P.O. Box 10020
Titusville, FL 32783
(321) 267-3972

Comprehensive School Board Policy Annual Updating Services

The School District of Santa Rosa County
and
Educational Management Consultant Services, Inc.

TERMS AND CONDITIONS

1. EMCS, Inc. will provide periodic policy updates based on actions of the State Legislature, State Board of Education, and appropriate Federal agencies. These updates will generally be provided two times annually: one update following the Legislative Session, usually August or September after DOE/SBE have issued interpretations or rules. The second update if needed will be provided in January or February. This update generally addresses changes in State Board of Education and/or Federal rules. One hard copy and a disk (s) containing the updates and strike-throughs will be provided to the District.
2. To ensure the integrity of the master file, EMCS, Inc. will make any recommended or board adopted changes at the request of the Santa Rosa School District. Any changes should be communicated to EMCS, Inc. for inclusion into the master file. These changes will then be forwarded to the District staff in hard copy as well as on disk. This service will be included as part of the yearly updating service. *Please be advised, due to discrepancies between program versions or between individual computers, it may not be possible to open and print files in the exact format as the hard copy. Slight variants in margins, tabs, bulleting and spacing may occur. Individual policies may require additional reformatting on your machines. We will include on our disks, a PDF version of the manual for your printing purposes. This will ensure proper formatting.*

COSTS AND PAYMENT SCHEDULE

1. If the District requires EMCS, Inc. representatives to be on-site, the cost will be \$750 per day per consultant plus travel expenses reimbursed at state rates.
2. The cost of the update services is \$4,000.00 per year, payable in two installments of \$2,000.00.

ANNUAL RENEWAL AGREEMENT

XXX Three-year contract cost of \$4,000.00 with two installments of \$2,000.00 each.

**The terms and conditions of this contract are approved and accepted by both parties,
represented by the signatures below.**

For The Santa Rosa County School Board

Superintendent of Schools

Date

School Board President

Date

For Educational Management Consultant Services, Inc.



President

April 1, 2013

Date