

# Welcome ROC2Change Host Districts!

Thank you so much for your commitment and willingness to host this amazing opportunity. **Vendor contracts are due at least 8 weeks in advance and need to be approved by Monroe 1 BOCES Board of Education** prior to the event taking place. Monroe 1 BOCES DEI (Diversity, Equity and Inclusion) CoSer will enter into contractual agreements for vendor payment. We took difficult decisions off your plate, so you are able to focus on the content and experiences as we know this is time consuming. Please allow us to help you by providing structures and keeping it as cost effective event as possible thus location and vendor suggestions.

## General Information

Approximately 30-40 schools participate in this magnificent event.

Each district is provided 6 student and 2 adult tickets per event. Approximate cost is \$11-15 per ticket. Final adjustments are made once we confirm our vendor cost. Collected funds are used to cover food vending costs. Your approximate vendor budget is around \$3200. This primarily covers your food.

## Planning Contact

Barb Reardon: [info@roc2change.org](mailto:info@roc2change.org)

## Location

The following location offers comfortable space for this event at no cost: **Monroe 2 BOCES Professional Development Center**

**Confirm your event date:** Traditionally, fall date is in November; spring date is in March. Once your date is confirmed please call Monroe 2 Orleans BOCES and **secure your location** for the event's confirmed date

Host districts have a choice of selecting different vendors for the location but will assume cost of those vendors. If it takes place at your school venue and is free there is no additional cost. If you host your event at a different site other than Monroe 2 Orleans BOCES Professional Development Center ticket pricing only covers food vendors. We are trying to keep ticket pricing to low cost for everyone, if we add the location cost it increases ticket prices significantly and is not something districts are interested or agreed to at this time.

## Event Vendor

**Farmhouse Table:** 585.467.4400 <https://farmhousetablefood.com/>

As long as you stay with this vendor, the cost of food is covered by student tickets and Monroe 1 BOCES will take care of vendor contracts. Monroe 1 BOCES DEI (Diversity, Equity and Inclusion) CoSer will process vendor payment, but you **need to confirm** that you are using this vendor with [svetlana\\_stowell@boces.monroe.edu](mailto:svetlana_stowell@boces.monroe.edu) please.

The following site and vendor were estimated for ticket pricing and your food will be covered as long as you stay with this vendor for food.

Name tags, shirts, bags are covered by the host district, or you are able to reach out for donations toward this cost.



### Contact for vendor contract:

*Svetlana Stowell*, Director of Diversity & Equity Planning  
[svetlana\\_stowell@boces.monroe.edu](mailto:svetlana_stowell@boces.monroe.edu)  
585.249.7020