

Hopkins County Schools – Deanna Ashby, Superintendent
Inclusivity Committee DEI Consulting - Letter of Agreement
Period: April 2021 - November 2021

Thank you for your interest in partnering to further the knowledge and skill of your workforce specific to creating a welcoming, inclusive and effective educational environment for all members of the Hopkins County Schools community. This letter serves as a formal agreement between Hopkins County Schools, hereinafter referred to as CLIENT, and Shelton Holdings, LLC dba Michele Shelton, LLC, hereinafter referred to as CONSULTANT, whereby CONSULTANT will provide the following:

Diversity Committee Coaching & Consulting

Session I – April 28, 2021 | 9:00am – 12:00pm | On-Site

Location: 320 South Seminary Street, Madisonville, KY 42431

Initial meeting to introduce committee members, establish objectives, resources and timeline.

Consultant will submit an electronic request for relevant district data, test scores, etc. post-session.

Standard AV Request: LCD Projector w/HDMI Connection | Screen | Presenter Table | Flip Chart w/ Easel

DEI Retreat and Professional Development - Inclusivity Committee Members Only

Session II – May 2021 | Date, Time & Location: TBD

Program Overview - This interactive program will provide foundational knowledge on diversity, equity and inclusion. Participants will prepare to lead the district's efforts and explore the impact of unconscious bias, stereotypes, and cultural humility on creating an effective and inclusive learning environment for Hopkins County Schools.

Objectives:

1. Clarify the definitions of diversity, equity and inclusion.
2. Evaluate bias and stereotypes and the impact of both on an educational community.
3. Develop skills and explore resources to manage the environment vs. experience shift.
4. Create a personal diversity brand and commitment to the pursuit of DEI goals.

Diversity Committee Coaching & Consulting

Sessions III – VI | June, August, September and October | Dates, Times & Location: TBD

3.0 Hours/Session (Virtual and/or On-Site)

District Assessment & Strategic Planning

Implementation and Evaluation based on District Readiness

Consultant will be available for all scheduled dates and to coordinate/negotiate additional time, if necessary, required to complete the goals and objectives of this agreement. Any additional terms will be mutually agreed upon by both parties and affixed as an executed amendment to the original agreement.

Michele Shelton, llc

...for the Workplace & Beyond

9462 Brownsboro Road #325 | Louisville, KY 40241 | (502) 225-3410 | www.micheleshelton.com

Total Investment: \$15,000 to include the following:

- A total of six (6) monthly sessions of Team Coaching, Strategic Planning, and Consult facilitated by Michele Shelton, CEO and Principal Consultant.
- Customized professional development program (includes all research, design and implementation) focused on improving capacity to effectively address issues of diversity and inclusion as a member of the Hopkins County Schools workforce.
- All program materials and certificates of completion for participants.
- (1) 6-hour Committee Retreat/PD Program delivery by M. Shelton, Master Trainer.
- (1) Follow-up report, delivered by November 2021, that provides consultant recommendations for consideration and implementation beyond the current contract period.

Terms: 50% retainer is due immediately upon execution of this agreement to retain consultant for confirmed and future dates. 25% of balance is due August 1, 2021. Final balance is due November 1, 2021 All check(s) are made payable to Shelton Holdings LLC, 9462 Brownsboro Road #325, Louisville, KY 40241.

Note: Retainer is 100% refundable, within (15) days of the service date, in the unlikely event Michele Shelton is unable to fulfill terms of the service agreement. If the program or event is cancelled or postponed at the client's request, the retainer will be applied to a future service date as agreed upon and confirmed in a written amendment to this agreement.

<hr/>		<u>4/21/2021</u>
Deanna Ashby Superintendent, Hopkins County Schools	Michele L. Shelton CEO, Shelton Holdings LLC	Date

ABOUT YOUR CONSULTANT

Michele Lawlis Shelton, CDP, CPC is a speaker, author, coach, and performance consultant on diversity and human relations in the workplace and beyond. She has 20 years of experience leading human resources, organizational development, and diversity initiatives in the education, public, private, and non-profit sectors. Serving previously on both sides of the aisle as a former EEO investigator and statewide director of diversity and equality for the Commonwealth of Kentucky, Michele specializes in race and gender issues and has seen the highs and lows of workplace culture and the subsequent impact on life balance. To that end she is committed to partnering with multi-sector leaders to champion relevant, intentional, sustainable cultures of inclusivity and equity.

Michele is a professional member of the National Speakers Association, National Diversity Council, Society for Human Resources Management, and her insights as a diversity thought leader are most recently featured in her third book, *You@Work: Unlocking Human Potential in the Workplace* (Silver Tree Publishing). She is currently working on her fourth and solo title, *The Simplicity of Diversity*. Noted for her candor, unique insight, and innovative approaches, Michele is a value-added performance consultant and audience favorite at conferences, retreats, and corporate events. She is available on an international basis to keynote, consult, and train. For more information visit: www.micheleshelton.com.