

Memorandum of Agreement

This is a memorandum of agreement between Rebecca DeCecco (independent contractor) and the Boone County Public School System to provide staff training for BCPS preschool teaching and support faculty. The involved parties agree to undertake a memorandum of agreement for the next 5 months. The memorandum of agreement is not a legally binding contract. Therefore, a cessation of services can be enacted at any given time by either involved party.

The following services will be provided by the independent contractor:

1. Monthly training one Friday of the month or as determined by the need of BCPS.
2. All materials and handouts will be provided by the independent contractor.
3. Other equipment will be provided by the independent contractor including, but not limited to, the following: lap top, laser pointer, all necessary adapters and cords.

The following services will be provided by BCPS.

4. Training location(s) will be provided by BCPS.
5. All stationary equipment will be provided by BCPS or training location including the following: seating, projector screen, cordless microphone (if deemed necessary).
6. Payment for services rendered.

BCPS will agree to pay the independent contractor per contact hour. Contact hour is defined as the amount of time spent in face-to-face or virtual-based training events. Payment per contact hour includes training, materials, handouts, equipment, additional on-site coaching when needed, mileage, and preparation time for the training.

Training will be a maximum of 6 hours per session. The length of training may vary at the discretion of BCPS. Training will be held every month. Training frequency may also vary at BCPS discretion. BCPS will provide the training location which will vary depending upon availability of locations.

The contractor will require a flat rate of \$100 per contact hour not to exceed 30 hours = \$3,000.

Rebecca DeCecco

Contractor Signature

10/29/21

date

Michael R. Smith

School system representative

10-29-21

date

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