



Owens Saylor, Ed.D., Consultant
1812 Pascoli Cove
Lexington, KY 40509

Consultation and Leadership Coaching Services Contract

This Consultation and Leadership Coaching Services Contract ("Agreement") is entered into by and between **Hopkins County Schools**, 2135 North Main Street, Madisonville, Kentucky 42431 ("District"), and **Owens Saylor, KY School Leadership Associates**, 1812 Pascoli Cove, Lexington, Kentucky 40509 ("Consultant").

Purpose

The purpose of this Agreement is to define the terms under which the Consultant will provide consultation, professional leadership coaching, leadership development training, reporting, and related support services to the District.

Term

The service period under this Agreement shall consist of 10 months of service provision, beginning in August 2026 and continuing through May 2027, unless earlier terminated in accordance with this Agreement.

In addition, the Consultant will deliver the CEP Annual Update Training on July 27, 2026, as part of the contracted services.

Services

The Consultant agrees to provide the following services:

- CEP Annual Update Training delivered on July 27, 2026.
- Ten months of service provision from August through May.
- 220 guaranteed hours of individual professional leadership coaching with school principals and central office administrators; these hours include preparation for meetings and communications with participants outside of meeting time.

- 30 hours of additional coaching dedicated to the superintendent and assistant superintendents.
- Six one-hour in-person Leadership Development training modules designed around the interests of principals and all classified and certified administrators; topics and frequency shall be at the pleasure of the District, and dates and times shall be established by the District.
- Monthly virtual reporting with the Superintendent and Assistant Superintendent(s), including reporting of coaching hours and assessment of progress.
- A year-end presentation in June to the Hopkins County Board of Education with highlights, commendations, and external reflections, subject to prior approval by the Superintendent before presentation.
- All travel costs included in the contract amount.

Compensation and Payment

The District agrees to compensate the Consultant in 10 equal installments, with payments beginning in September 2026 and continuing monthly thereafter until the full contract amount is paid.

The parties may insert the total contract amount and installment amount below:

- Total Contract Amount: \$49,500
- Amount of Each Installment: \$4,900

Payments shall be made according to the District's normal accounts payable procedures unless otherwise agreed in writing by both parties.

Responsibilities of the District

The District shall:

- Coordinate scheduling for coaching sessions, training modules, monthly reporting meetings, and the year-end board presentation.
- Identify participating principals, central office administrators, and superintendent-level personnel as appropriate for the contracted services.
- Establish dates and times for the six leadership development training modules.

- Review and approve the year-end board presentation in advance through Superintendent.

Responsibilities of the Consultant

The Consultant shall:

- Perform the contracted services in a professional and timely manner.
- Maintain appropriate communication with District leadership regarding scheduling, coaching progress, and service delivery.
- Provide monthly virtual reporting to the Superintendent and Assistant Superintendent(s).
- Maintain reasonable records of coaching hours and related service activity.
- Make and pay for all travel accommodations necessary for delivering the terms of this agreement.

Resignation or Termination Option

Either party may resign from or terminate this Agreement by providing written notice to the other party at least 30 calendar days in advance.

If this Agreement is terminated before completion of the full term, the District shall pay the Consultant for services actually performed up to the effective date of resignation or termination, including earned coaching, training, preparation, communication, reporting, and approved related service time.

The parties may also terminate this Agreement by mutual written consent on terms acceptable to both parties.

Independent Contractor Status

The Consultant shall perform all services under this Agreement as an independent contractor and not as an employee of the District. Nothing in this Agreement shall be construed to create an employer-employee relationship, partnership, or joint venture between the parties.

Entire Agreement

This Agreement constitutes the entire understanding between the parties regarding the services described herein and supersedes any prior oral or written understandings related to the subject matter of this Agreement.

Any amendment to this Agreement must be made in writing and signed by both parties.

Signatures

By signing below, the parties acknowledge that they have read and agree to the terms of this Agreement.

Hopkins County Schools

By:

Name/Title:

Date:

Owens Saylor, KY School Leadership Associates

By: 

Name: Owens Saylor, Ed.D.

Date: July 16, 2026