

CONTRACT OF EMPLOYMENT

Career and Technical Education Coaching, Collaborative Planning for Academy Model, and Career and Technical Education Pathway Assessment Support

This Consulting Services Agreement is made and entered into by and between Covington Independent Public Schools, hereinafter referred to as the "District," and Rachel Ball, hereinafter referred to as the "Consultant."

The Consultant's address is
Phone: 859-322-6916
Email: rwbball83@gmail.com

1. Term of Agreement

The term of this Agreement shall begin on Sept 1, 2026 and end on June 30, 2027, unless terminated earlier in accordance with the terms of this Agreement.

2. Scope of Services

- A. The Consultant shall provide consultation and coaching services to support career and technical education, budget support for CTE funding, implementation, collaborative planning, professional learning, and assessment support in CTE pathways.
- B. Consultant shall provide consultation and coaching as HHS transitions to Academies and explores possible alternative schedules.

Services may include, but are not limited to:

- a. Provide Professional Learning to the leadership team at HHS on the Implementation of Career and Technical Education Programs
- b. Provide professional development with HHS staff for the adjustment of schedule and/or align standards, including essential workplace standards, across curricular to prepare students for post-secondary readiness.
- c. Support with building a network of community representatives to help provide real-world experiences for students

3. Project Timeline

The proposed engagement will begin on September 1, 2026 and conclude on June 30, 2027. Consultant will work with HHS on a continuous basis throughout the 2026-2027 school year with a minimum of 1 on-site visits each month not to exceed a total number of visits of forty.

This timeline allows for thoughtful support, including but not limited to, professional learning, curriculum alignment, and networking.

4. Investment

The total investment for the consulting engagement is:

\$18,000

This fee includes the full scope of work described in this proposal, including planning, coaching, consultation sessions, analysis of current pathways and partnerships.

Payment terms may be finalized in the independent contractor agreement. A recommended payment structure is:

- 25% due upon contract execution: \$4,500
- 25% due upon Quarter 2 completion: \$4,500
- 25% due upon Quarter 3 completion: \$4,500
- 25% due upon completion of contract timeline: \$4,500

Alternative payment arrangements may be discussed if needed to align with district purchasing or payment procedures.

5. Independent Consultant Status

The Consultant is engaged to provide professional consulting services to the District. Nothing in this Agreement shall be interpreted as creating an entitlement to continued employment, benefits, tenure, or any other employment rights beyond the specific terms of this Agreement.

No benefits, including but not limited to health insurance, retirement contributions, paid leave, or other employee benefits, are included with this Agreement unless specifically required by law or separately approved in writing by the District.

6. Work Products and Materials

Any materials, resources, assessments, planning documents, or other work products created, revised, or developed by the Consultant as part of this Agreement for District use shall be the property of the District and housed in a district Google Drive or on the Mastery Connect Assessment platform.

7. Confidentiality

The Consultant shall maintain confidentiality regarding student information, assessment materials, district records, personnel matters, and any other confidential information obtained through work with the District.

The Consultant shall comply with all applicable District policies and state and federal confidentiality requirements.

8. District Direction and Scheduling

The Consultant shall coordinate services with the Holmes High School Principal or designee. Dates, times, locations, and deliverables shall be determined based on High School needs and availability.

The District reserves the right to adjust the schedule, scope, or number of service days based on program needs, funding, staffing, or other district priorities, provided that compensation shall only be provided for approved services rendered.

9. Termination

Either the District or the Consultant may terminate this Agreement with written notice.

The District may terminate this Agreement for sufficient cause, including but not limited to failure to perform agreed-upon duties, failure to follow reasonable directions from the District, inability to carry out the duties specified herein, inefficiency, incompetence, neglect of duty, violation of District policies, or involvement in conduct that negatively impacts the District.

In the event of termination, the Consultant shall be compensated only for approved services rendered prior to the effective date of termination.

10. Entire Agreement

This Agreement represents the entire understanding between the District and the Consultant regarding the services described herein. Any changes or amendments to this Agreement must be made in writing and approved by both parties.

Consultant

District Administrator
Covington Independent Schools