

Educational Research in Action, LLC
Karin Hess, President
443 Pleasant Valley Road, Underhill, VT 05489

DATE: August 27, 2018

TO: Kathy Reynolds, Early Childhood/Elementary Language Arts Facilitator
Campbell County School District #1, Gillette, WY
kreynolds@ccsd.k12.wy.us

FROM: Karin K. Hess, Ed.D.
karinhessvt@gmail.com

RE: Letter of Agreement with the Campbell Co. School Dist #1, for providing four days of planning and professional development on March 13 and 14 and April 15 and 16, 2019 in Gillette, WY

Educational Research in Action is pleased to enter into this agreement with the Campbell Co. School Dist #1, to provide four days of planning and professional development on March 13 and 14, and April 15 and 16, 2019. The specific agendas and topics for this work will be customized based on the district's identified needs and pre-planning with Amy Paulson and Kathy Reynolds. All work will be conducted by Dr. Karin Hess.

An invoice will be submitted upon completion of delivery of services for a total of no more than **\$10,000 (based on a rate of \$2500/day for four days of consulting) plus related travel expenses** and be payable within 30 days of each trip. Travel expenses include hotel, meals, airfare, airport parking, ground transportation/rental car/ mileage, etc. (My current estimate of expenses are approximately \$1300/trip, with airfare being most of that amount. Booking flights well in advance of each trip will keep costs down.) Only actual expenses will be billed. Electronic copies of all support materials will be provided to various committees; Campbell Co. School Dist #1 will take care of meeting logistics and materials preparation or dissemination. In the event Campbell Co. School Dist #1 decides to cancel the work after airfare has been purchased, Campbell Co. School Dist #1 agrees to reimburse Karin Hess for any ticket re-issue penalty fees (approximately \$200-\$250/ticket).

Finally, both parties to this agreement submit to the following provisions concerning any and all works, materials, ideas or inventions that Karin Hess creates, conceives, develops, or invents (collectively, the "Work Product") while performing the services as outlined herein:



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Contact information: 802.899.5238 or karinhessvt@gmail.com

Karin Hess retains ownership and all rights in all materials produced under this contract. Karin Hess grants Campbell Co. School Dist #1 permission to use all materials produced under this contract without additional charge, provided the source of the materials is cited when appropriate (e.g., "Karin Hess, source, [date]"). Campbell Co. School Dist #1 will not incorporate any of the materials or work developed by Karin Hess into any copyrighted materials without written permission from the author.

I look forward to my continued work with the dedicated educators in your district. Please review, sign, and date a copy of this letter to indicate your acceptance of the terms and deliverables described herein. Return a copy of this letter to my attention at the mail or email address above.

AGREED to and ACCEPTED for Campbell Co. School Dist #1

Printed Name

Title

Signature

Date



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