

From: Sparks, Latishia Latishia.Sparks@KEDC.org  
Subject: FW: Attached Image  
Date: March 14, 2018 at 12:03 PM  
To: annabrucekostelnik@gmail.com

Attached is a copy of your contract. Please sign and leave it at KEDC.

Latishia

**From:** canon@kedc.org [mailto:canon@kedc.org]  
**Sent:** Wednesday, March 14, 2018 11:50 AM  
**To:** Sparks, Latishia <Latishia.Sparks@KEDC.org>  
**Subject:** Attached Image

**KENTUCKY EDUCATIONAL DEVELOPMENT CORPORATION  
Contractual Agreement for the Provision of CEO Coaching Services**

THIS agreement, entered into on January 1, 2018, between the *Kentucky Educational Development Corporation* and Anna Bruce Kostelnik, Coach for the Continuing Education Option (CEO) program.

**Services to be provided by the CEO Coach:**

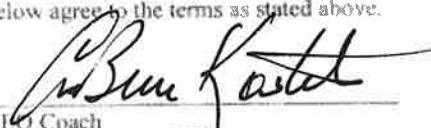
- Schedule/document cohort class sessions.
- Facilitate twice-monthly meetings for a minimum of six (6) months.
- Facilitate a minimum of once-monthly meetings for subsequent months not to exceed 18 months without prior approval of seminar sponsor.
- Maintain attendance for all class and individual sessions.
- Maintain agendas for each class or work session.
- Maintain regular communication with cohort members via ANGEL system.
- Facilitate online course and provide feedback in reasonable timeframe.
- Submit six, twelve, eighteen month progress reports to CEO coordinator.
- Review candidates' CEO Professional Development Plan.
- Review all completed CEO portfolios prior to formal submission.
- Provide seminar sponsor with copies of all cohort documentation upon request.
- Collect sign in sheets for all monthly meetings.
- Agrees to the cap determined by the CEO Seminar Sponsor.

*Kentucky Educational Development Corporation* will retain 25% of the Seminar fee (\$1,100 per candidate) for coaches' fees, training costs, and administrative costs. *Kentucky Educational Development Corporation* agrees to pay Anna Kostelnik 75% of seminar fee to serve as CEO Lead Coach for eighteen months beginning January 1, 2018 and ending June 30, 2019. All costs include coaching fees, travel expenses, and fringe.

**Payments as follows:** In consideration of these services KEDC will pay 3 equal payments, to be invoiced by the coach every 6 months of service to complete contract and final payment at ending date. Travel expenses will be invoiced and reimbursed on a bi-monthly basis.

**TOTAL REMUNERATION: \$ 825.00 each for 6 candidates for a total amount of \$4,950.00.**

Addendums to this contract may occur upon written agreement of both parties. Therefore, the parties below agree to the terms as stated above.

  
\_\_\_\_\_  
CEO Coach

  
\_\_\_\_\_  
Seminar Sponsor or Designee

3/14/18  
\_\_\_\_\_  
Date

3-14-18  
\_\_\_\_\_  
Date

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Seminar Sponsor or Designee

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