

AGREEMENT FOR SPECIAL SERVICES  
April 15, 2018 through June 30, 2018

**Business and Fiscal Services**

This is an agreement between the Blue Oak Charter School, hereinafter referred to as "BOCS" and Linda Hovey, hereinafter referred to as "Consultant".

RECITALS

WHEREAS, BOCS needs assistance regarding general business services, insurance services, school finance, budgeting, strategic planning, school accounting, policy development, HR services and auditing; and, WHEREAS, Consultant is professionally and specially trained and competent to provide these services; and, WHEREAS, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable.

NOW THEREFORE, the parties to this agreement do hereby mutually agree as follows;

1. Consultant agrees to perform duties, in conjunction with designated staff, to help ensure compliance with fiscal reporting requirements, including general accounting, budgeting, payroll, accounts receivable, accounts payable, financial reports, human resources processes, insurance services including both commercial policies and health and welfare benefits and other services as needed. Consultant also agrees to train new business office staff.
2. BOCS agrees to pay Consultant on a project basis, payable each month upon BOCS's receipt of Consultant's invoice. Rate for services will be \$50 per hour. Contract total not to exceed \$9,500.
3. BOCS also understands that Consultant's schedule may, at times, be irregular and that work may be performed both on and off site. BOCS agrees to pay a one-time stipend of \$150 to Consultant for use of her cell phone and travel for work related business. Stipend is payable upon signing of contract.
4. The terms of this contract shall be for the period beginning April 15, 2018 through June 30, 2018. Contract may be modified or superseded only by mutual consent, or by either party giving at least 30 days written notice to discontinue.
5. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any terms and conditions of this agreement, is an independent contractor and is not an employee of BOCS.

IN WITNESS THEREOF, the parties have caused this agreement to be executed as indicated below:

BY: \_\_\_\_\_  
Linda Hovey, Consultant

DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
Susan Domenighini, Executive Director

DATE: \_\_\_\_\_