

PROJECT ACCEPTANCE RECORD

To: Ayindé Rudolph, Ed.D., Superintendent, Mountain View Whisman School District
From: Ken Wagner, Ph.D., Senior Principal
Date: June 9, 2020
Project Title: Executive Coaching for Two Selected District Principals

This Project Acceptance Record (PAR) is to cover our agreement for ALULA® consulting time and support to you. The costs for these services are outlined below. Please review, sign, and return this agreement so we can have a record of our shared understanding of this project's scope and deliverables.

Project Scope	Deliverables	Consulting Fees
Executive Coaching	<ul style="list-style-type: none"> ▪ Alignment Meeting: Hold initial meeting to align on coaching expectations and roles through the engagement <i>Approximately one hour</i> ▪ Initial Coaching Meeting: Meet with leader to begin developing a relationship and to establish a coaching agreement and goals for the coaching process; review background information, business documents, and historical performance data following the meeting <i>Approximately one hour</i> ▪ ALULA's Q4 LeadershipSM Assessment and Debrief: Provides a comprehensive snapshot of the participant's leadership skills based on information submitted by the participant and the participant's manager, direct reports, and peers; multiple dimensions are analyzed, with a specific focus on two dynamics: engagement and results <i>\$450 per participant</i> ▪ One-on-One Comprehensive Feedback Session: Two-hour meeting with leader to debrief results, consolidate findings, and create coaching action plan ▪ Education/Coaching Sessions (ABS Principles): Educate on leadership tools and techniques selected, as necessary and appropriate, for individual's needs; principles of Applied Behavioral Science (ABS) are incorporated into the techniques taught and modeled <i>Estimated three hours over a five-month period, as needed</i> ▪ One-on-One Coaching Discussions: Hold one-on-one discussions, once/twice per month, to debrief feedback interviews, discuss issues, problem-solve, plan for future interactions and business issues. Principles of Applied Behavioral Science (ABS) are incorporated into the techniques taught and modeled. <i>Estimated seven hours over a five-month period; two sessions during both months one and two, followed by one session per month for months three–five</i> ▪ Sustainability Plan: Create a sustainability plan to maintain gains achieved through coaching <i>Approximately one hour</i> ▪ Planning, Preparation, Data gathering, Follow-up work required for the above services 	
Executive Coaching Fees: 2.5 days consulting, plus survey fees per participant Scope: Two Participants		\$12,950
ESTIMATED TOTAL (excludes travel expenses, which are billed at cost as incurred)		\$25,900

Approval to Proceed

Fees will be invoiced monthly, as services are delivered. This is an estimate; unused time will not be billed. This engagement is expected to be completed within a five to seven-month period.

The budget and plan for the work described above is acceptable to me, and I authorize ALULA to carry out the work. I also agree to reimburse ALULA for reasonable travel, project support, and any additional materials production expenses beyond those already itemized in this proposal. Travel typically averages 15%, and project support/communications fees/materials production expenses combined ranges from 12 to 18% of consulting fees.

For the purposes of this Agreement, ALULA's proprietary information consists of methodologies, concepts, knowhow, analytical frameworks, and analytical approaches (together, "Methodologies") of ALULA that are reusable from project to project and client to client, in addition to patents, inventions, trade secrets, copyrighted and non-copyrighted materials, and trademarks and service marks, whether registered or not. Methodologies and proprietary information that are developed by ALULA prior to this Agreement and any improvements thereto made during the course of this Agreement belong solely to ALULA.

Use of ALULA's proprietary information and Methodologies will be limited to participants of the Mountain View Whisman School District Executive Coaching Project.

Signature

Date

Title/Company

Please forward signed Project Acceptance Record to:
ALULA/Attn: Tim Overcash, CFO
100 Corporate Drive
Morgantown, WV 26501
Fax: 304.599.7808
Email: Accounting@ALULA.clg.com