



SERVICES AGREEMENT

LEADERSHIP ASSOCIATES

www.leadershipassociates.org

449 W. Foothill Blvd., #427

Glendora, CA 91741

(916) 520-4951

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this ____ **day of OCTOBER 2025** between **LEADERSHIP ASSOCIATES**, hereinafter called the Contractor, and **SANTA ROSA CITY SCHOOLS**, hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will conduct a Superintendent search, as delineated in the proposal.

The District agrees to pay the Contractor **TWENTY-SIX THOUSAND FIVE HUNDRED DOLLARS (\$26,500)** plus travel/advertising expenses not to exceed \$3,000 for services provided. Payment is to take place in two increments: **(1) \$13,250** upon completion of educational partner input, and **(2), \$13,250** plus expenses upon selection of a finalist. The Contractor will submit invoices to the District for each of the payment increments. Payments are due within 30 days of receipt of invoice.

**Remittance payable/forwarded to: Leadership Associates
Attn: Betty Hall
449 W. Foothill Blvd., #427
Glendora, CA 91741**

The Contractor is to perform the above services beginning October __, 2025.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES
Taxpayer ID#: 68-038 3653

DISTRICT:
SANTA ROSA CITY SCHOOLS

By: _____

By: _____

Name: Betty Hall

Name: _____

Dept: Fiscal Services

Title: _____

Date: _____

Date: _____



FEE AND SUMMARY OF SERVICES

SANTA ROSA CITY SCHOOLS SUPERINTENDENT SEARCH

TOTAL FEE TO CONDUCT SEARCH: \$26,500 plus travel/advertising expenses not to exceed \$3,000

This fee includes:

- All meetings with the Board
- Development and posting of the position description announcing the position
- Acceptance of applications and responding to all inquiries regarding the position
- Recruitment of candidates and extensive background checks
- Gathering of community and staff input and providing Board with a written report, including online survey
- Coordination of logistics of the search:
 - scheduling appointments
 - notification of unsuccessful candidates
 - scheduling community visit
- Assisting in the development of interview questions and supporting the Board with the interview process
- Assisting the Board's administrative assistant throughout the process with templates, online posting updates and sample agenda language
- Acting as an advisor to the Board of Education
- Assisting the new superintendent and Board through transition and community verification visit, if conducted
- The above search cost is an all-inclusive cost for all services outlined. If at the request of the Board, additional services are requested, there may be an added cost.
- Should the superintendent leave within two years, Leadership Associates will conduct a new targeted search identifying specific qualified candidates for administrative overhead costs, (approximately 25% of the original search fee), provided the Board majority has remained the same and the Board had established annual goals for the superintendent and conducted an initial six-month performance review and annual written evaluations.