



Post Office Box 9032, Hickory, NC 28603

November 24, 2025

Dr. Don Phipps, Superintendent
Winston-Salem/Forsyth County Schools
475 Corporate Square Drive
Winston-Salem, NC 27105

Dear Dr. Phipps:

We are pleased to request the extension of the services we are providing Winston-Salem/Forsyth County Schools (WSFCS). HIL Consultants documented more than \$8.5 million in savings for WSFCS during our initial contract. In addition, we were able to provide recommendations for improved processes and efficiencies that will benefit WSFCS in perpetuity. Our consulting services will be coordinated through the Superintendent during the term of the engagement.

Hurd, Isenhour, Lopes, LLC (HIL) will deliver technical and support services to WSFCS from January 1, 2026, to June 30, 2026, or until services are no longer required. Ricky Lopes will be the managing partner during the term of the engagement.

Scope of Work

- Guide and support staff in preparing and presenting monthly budget-to-actual expenditure reports for district leadership and the Board of Education.
- Build capacity within the finance team to enable them to provide internal and external financial information as requested.
- Support the finance team in enhancing their abilities, particularly balancing accounts, bank reconciliations, preparing various financial reports, managing, and analyzing data.
- Advise and guide the finance team by addressing and rectifying the findings identified in the independent audit report issued by Forvis Mazars.
- Facilitate potential recommendations provided by the Mauldin and Jenkins internal control review.
- Collaborate with Human Resources and Finance personnel to design and implement a position control system.
- Support leadership throughout the ongoing ERP Tyler/Munis payroll/HR transition.
- Collaborate with Human Resources to establish school-based allocations for the 2026-2027 academic year, utilizing current membership data.
- Support district leadership in formulating the Forsyth County 2026-2027 WSFCS budget request.
- Assist with an efficient fiscal year close out.
- HIL will provide updates throughout the term of the engagement.

Management Responsibilities

In engaging with HIL, our understanding is that you will be responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, or experience to oversee the consulting services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them. Regarding the electronic dissemination of our consulting work product, HIL is not responsible for the accuracy of information posted on your website.

Administration, Fees, and Other Information

We may be requested to make certain documentation available to Federal or State regulators pursuant to authority given to these regulators by law or regulation. If requested, access to such documentation will be provided under the supervision of HIL's personnel. Furthermore, upon request, we may provide copies of selected documentation to such Federal or State regulators. The regulatory authority may intend or decide to distribute the copies or information contained therein to others, including other government agencies.

Consulting Service Fees

HIL's fees for these services will be invoiced at our discounted hourly rate listed below plus travel costs at the state per diem. Our fee will be inclusive of the amount of time required to review materials, or for advanced preparation that may be completed off-site to assist in the achievement of our consulting goals. Billable time will include any time required for HIL's presence at meetings or as requested by the Superintendent.

Partners, CPAs - \$175 discounted from \$200

Fees for the term of the engagement will not exceed \$24,250 per month plus lodging, meals, and mileage costs.

Our fee is based on the anticipated cooperation of your personnel. *If we encounter circumstances requiring significant time beyond what is anticipated, we will discuss the additional services with you before beginning any work.* Our invoices for these fees will be rendered monthly as work progresses and are payable upon presentation.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please contact me at hhurd@hilconsultants.com or call me at 919-698-5449. The HIL website at www.hilconsultants.com includes additional information about our services. If you agree with the terms of our engagement, please sign this agreement, and email a signed copy to kisenhour@hilconsultants.com. We look forward to assisting Winston-Salem/Forsyth County Schools.

Sincerely,

Hurd, Isenhour, Lopes, LLC



H. Hank Hurd, CEO

Acknowledged by:

Winston-Salem/Forsyth County Schools

Authorized Signature _____

Date _____