

CONSULTING SERVICES AGREEMENT

This consulting services agreement is between Hernando County School District, (the "**District**") and Sean Friend dba Sand Panther Educational Consulting, LLC, (the "**Consultant**").

The District wants to engage the Consultant in writing the Florida Department of Education (FDOE)'s 2025-26 Workforce Development Capitalization Incentive Grant (CAP Grant) expected to generate funding to purchase new equipment and supplies for their district CTE programs.

The Consultant has performed the same or similar activities for other districts.

1. DUTIES.

The Consultant shall perform the following services through the end of Fiscal Year 2026-27:

1. Write the District's FDOE CAP Grant concept proposal and RFA (\$40 Million statewide allocation) for the creation or expansion of District CTE programs
2. Obtain quotes for new equipment and supplies, when practical, to be purchased with CAP Grant funds
3. Manage the District's CAP Grant and complete any budget amendments if needed by the FDOE
4. Submit required CAP Grant reports to FDOE
5. Work with District CTE staff to ensure all equipment and supplies are ordered, received and installed

2. COMPENSATION.

The Consultant will be written into the CAP Grant as Grant Manager at a five percent (5%) cost of the total award amount of the grant. In the event that the CAP Grant is allocated to the District by the FDOE, the Consultant will invoice the District for the five percent (5%) cost on the date the CAP Grant award letter is issued by the FDOE for the activities performed as described under section 1. In the event that the CAP Grant is not allocated to the District by the FDOE, there will be no fee due to the Consultant. Services will be provided virtually or in person, whichever is deemed more practical by the Consultant for the task(s) to be performed. The Consultant's office will be closed during the week of Thanksgiving holiday, two weeks of Christmas/New Year's holiday and Spring Break holiday (as determined by the official Leon County Schools, Florida calendar). The Consultant will notify the District in advance of planned vacations when not available to provide consulting services. In the event that the Consultant's office is closed, the Consultant is on a planned vacation or the Consultant is ill, the Consultant will provide services on another day.

Each party is signing this consulting services agreement on the date stated opposite that party's signature.

Date: 7/15/2025

By: Sean Friend

Sean Friend
CEO

Sand Panther Educational Consulting, LLC

Date: _____

By: _____

Ray Pinder
Superintendent

Hernando County School District

Approved as to Content & Form

Caroline Mockler, Esq.

Staff Counsel, HCSD

3:18 pm, 08/07/2025