

TIFFIN CITY SCHOOL DISTRICT
CONSULTING AGREEMENT

This Agreement is entered into by and between the Tiffin City School District Board of Education (hereinafter “the Board”) and Laura Brickner (hereinafter “Consultant”).

WHEREAS, the Board is desirous of employing a Consultant, effective October 13, 2026; and

WHEREAS, the transition of authority from the current Interim Treasurer Hedrick to Ms. Victoria Fritz would be greatly facilitated by Consultant’s involvement and participation in the administrative affairs of the District and to help train and support Ms. Fritz in her duties as Treasurer; and

WHEREAS, Section 3313.171 of the Ohio Revised Code specifically authorizes the employment of consultants for matters relating to the administration of the School District.

BE IT THEREFORE RESOLVED, that the Board and Consultant hereby enter into an agreement for the provision of consulting services as follows:

1. **ENGAGEMENT.** The Board hereby engages Consultant for the performance of financial consulting services and Consultant hereby accepts this engagement.
2. **TERM.** This Agreement is effective October 13, 2026 through January 29, 2027.
3. **PAYMENT.** The Board will compensate Consultant on an hourly basis at the rate of \$100.00 per hour, which compensation shall be payable on a monthly basis. These payments shall be payable with normal deductions for taxes. The Board shall pick up and pay the employer and the employee contributions to SERS and Medicare, plus all retirement contributions on this picked-up amount. It is the intention of the parties that this picked-up amount be included in Consultant’s compensation for the purpose of calculating retirement benefits. Consultant shall submit time sheets, which have been approved by the Board President, to the Treasurer’s Office to properly document time worked and generate payment for services rendered in execution of this Consulting Agreement.
4. **EXPENSES.**
 - A. **TRAVEL**
The Board shall reimburse the Consultant for miles driven in performance of her duties under this Consulting Agreement at the prevailing IRS mileage rate. Consultant shall submit monthly mileage statements to the Treasurer’s Office on approved District forms, and shall be reimbursed by warrant check. Any travel to/from Consultant’s home or place of employment and the District Office is not reimbursable.
 - B. **OTHER EXPENSES**
With prior authorization from the Board President, the Consultant will be reimbursed for any other reasonable expense related to her work provided that such expenses are properly documented and submitted to the Treasurer of the Board, consistent with applicable Board Policies.
5. **DUTIES.** Consultant shall hold herself available to render, and shall render at the request of the Board, acting through its President (subject to the time requirement and limit set forth in paragraph 1 and in the next paragraph), consulting services relating to financial management and administration for the benefit of the District and the assistance of the Treasurer and Ms. Fritz.

6. TIME REQUIREMENT AND LIMIT. Consultant shall devote such time as may be reasonably required to perform Consultant's duties under this Agreement, estimated to be between 16 and 24 hours per week, not to exceed 24 hours per week.
7. BENEFITS AND LEAVES. Consultant shall not be entitled to any insurance benefits under this Consulting Agreement. Consultant shall not earn any type of paid leave (sick, personal, vacation, etc.) under this Consulting Agreement.
8. AMENDMENT. This Agreement contains all of the terms agreed upon by the parties with respect to the subject matter of this Agreement, and it supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written. Modifications to any provision of this Agreement shall be in writing, mutually agreed upon and signed by both parties; and shall become a part hereof, but such modification(s) shall not be construed as a new agreement with Consultant, nor as an extension of the expiration date of this Agreement, unless specifically provided therein.
9. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds any provision of this Agreement is invalid or unenforceable, but by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
10. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel the compliance with every provision of this Agreement.
11. APPLICABLE LAW. This Agreement shall be governed and construed in accordance with Ohio law.

In witness hereof, the following certify that both parties to this Agreement, the Board of Education of the Tiffin City School District and Laura Brickner, have entered into this Agreement on the date set forth below.

Laura Brickner
Consultant

Heidi Stephey, President
Tiffin City School District Board of Education

Date

Treasurer

Date