

SUBJECT: REVISED Contract for Substitute Speech Therapists

PERSON(S) RESPONSIBLE: Clare Davies, Director of Student Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve two contracts to provide interim substitute Speech and Language Therapists **while the district continues recruitment efforts for a contracted Speech Therapist**. These positions will no longer be required once a contracted speech therapist has been hired (Consent Item K).

BACKGROUND:

The School District is required to provide Speech and Language services for students on IEPs. Despite ongoing recruitment efforts, the district has not been able to fill the Speech Therapist vacancy that serves students at PGMS and PGHS.

INFORMATION:

Student Services has identified two retired Speech Therapists who are willing to serve as interim substitute therapists during the time the district works to identify a candidate to fill the vacancy at PGMS and PGHS. The two therapists commit to serving two days a week each (totaling four days a week) to provide services and case-management for the .80 vacancy. The interim substitute therapists will fill this vacancy until the time the district identifies a contracted therapist through a non public agency.

FISCAL IMPACT:

The two interim substitute Speech Therapists will work;
7.0 hours a day, 2 days a week, at \$100 an hour, totaling \$1,400 a week each.
Total cost is \$2,800 a week.
Cost to be offset by budgeted amount for a .80 district employee \$77,983

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue

Pacific Grove, CA 93950

CONTRACT FOR SERVICES

(To be used for provision of services involving **no** potential for liability exposure for District)

This contract is an agreement between the Pacific Grove Unified School District and

Christine Warde, SLP for services rendered as specified below.

1. Scope of Service:

To provide: Speech and Language Therapy Services for students on Individualized Education Plans at PGMS and PGHS as a substitute therapist.

2. Evaluation and/or expected outcome(s)

A qualified Speech and Language Therapist will provide Speech therapy services as per students' Individualized Education Plans

3. Length of the Contract:

September 22, 2017-TBD

4. Financial Consideration:

7 hours a day, 2 days a week, @ \$100.00 an hour totaling \$1,400 a week
School Funding Source: 01-6500-0-5770-3150-1200-00-000-2200-0000

Consultant: Christine Warde, SLP

Address: 512 Fountain Avenue, Pacific Grove, CA 93950

Signed _____ Date _____

↑ ↑ Independent Consultant *

Signed _____ Date _____

Site/Program Administrator – (Check appropriate box below)

↑ Contracted work was assigned using District's normal employment recruitment process.

↑ Contracted work was not assigned using District's normal employment recruitment process. Attached Criteria Page (REQUIRED) identifies reason.

Signed _____ Date _____

Director of Human Resources

Signed _____ Date _____

Assistant Superintendent

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

***Independent Consultant must sign and submit a W-9 to District prior to providing service**

Contract for Services Criteria

District/Site Administrator – Please circle criteria that apply and sign below.

- (1) There is a specifically documented cost savings relative to using district employment. (The documentation requirements are specified and must be attached).
- (2) The contract is for new school district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.
- (3) The services contracted are not available within the district, cannot be performed satisfactorily by school district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the school district.
- (4) The services are incidental to a contract for the purchase or lease of real or personal property. Contracts under this criterion, known as "service agreements," shall include, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
- (5) The policy, administrative, or legal goals and purposes of the district cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary school district hiring process. Contracts are permissible under this criterion to protect against a conflict of interest or to ensure independent and unbiased findings in cases where there is a clear need for a different, outside perspective. These contracts shall include, but not be limited to, obtaining expert witnesses in litigation.
- (6) The nature of the work is such that the criteria for emergency appointments apply. "Emergency appointment" means an appointment made for a period not to exceed 60 working days either during an actual emergency to prevent the stoppage of public business or because of the limited duration of the work. The method of selection and the qualification standards for an emergency employee shall be determined by the district. The frequency of appointment, length of employment, and the circumstances appropriate for the appointment of firms or individuals under emergency appointments shall be restricted so as to prevent the use of emergency appointments to circumvent the regular or ordinary hiring process.
- (7) The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the school district in the location where the services are to be performed.
- (8) The services are of such an urgent, temporary, or occasional nature that the delay incumbent in their implementation under the district's regular or ordinary hiring process would frustrate their very purpose.

District/Site Administrator

Date

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

435 Hillcrest Avenue

Pacific Grove, CA 93950

CONTRACT FOR SERVICES

(To be used for provision of services involving **no** potential for liability exposure for District)

This contract is an agreement between the Pacific Grove Unified School District and Linda Shingu, SLP for services rendered as specified below.

1. Scope of Service:

To provide: Speech and Language Therapy Services for students on Individualized Education Plans at PGMS and PGHS as a substitute therapist.

2. Evaluation and/or expected outcome(s)

A qualified Speech and Language Therapist will provide Speech therapy services as per students' Individualized Education Plans

3. Length of the Contract:

September 22, 2017-TBD

4. Financial Consideration:

7 hours a day, 2 days a week, @ \$100.00 an hour totaling \$1,400 a week

School Funding Source: 01-6500-0-5770-3150-1200-00-000-2200-0000

Consultant: Linda Shingu, SLP

Address: P.O. Box 3164 Monterey, CA 93942

Signed _____ Date _____

↑ ↑ Independent Consultant *

Signed _____ Date _____

Site/Program Administrator – (Check appropriate box below)

↑ Contracted work was assigned using District's normal employment recruitment process.

↑ Contracted work was not assigned using District's normal employment recruitment process. Attached Criteria Page (REQUIRED) identifies reason.

Signed _____ Date _____

Director of Human Resources

Signed _____ Date _____

Assistant Superintendent

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District/Site Administrator

Date