

SUBJECT: WALK ON Board Certified Behavior Analyst (BCBA)

PERSON RESPONSIBLE: Clare Davies, Director of Student Services

RECOMMENDATION:

The District Administration recommends that the Board review and approve the proposal to use restricted mental health funds to contract with TUCCI Learning Solutions Inc. to provide a Board Certified Behavior Analyst to conduct a Functional Behavioral Assessment and consultation for an individual student as determined needed by the student's IEP team.

BACKGROUND:

A Board Certified Behavior Analyst is a master degreed professional that has taken additional course work in Applied Behavioral Analysis, completed a supervised internship, and passed the BCBA licensing exam. A BCBA is an expert on observing and assessing behavior, identifying target behaviors, developing behavioral intervention and supports, designing the means of data collection, converting data into graphs for analysis, and providing training to staff. A BCBA also assesses the environment to identify possible triggers of behavior and assesses the conditions under which either maladaptive or adaptive behaviors emerge, and makes recommendations to alter the environment accordingly.

INFORMATION:

As per the proposal to the SELPA Finance Committee January, 2017 restricted mental health funds were approved to be used to contract with a BCBA to conduct Functional Behavioral Assessments and consultation for individual students who present challenging behavior that impede their access to the educational process and/or create disruption to the educational environment for other students. For one individual student, it has been determined by the IEP team that TUCCI Learning Solutions Inc. is best suited to provide the BCBA services based on the long standing history of serving the student in the home. Comparison of home to school data and intervention/support strategies would provide consistency across environments.

FISCAL IMPACT:

Behavior Analyst \$100 an hour, up to 30 hours, totaling \$3,000

To include observations, consultation, Functional Analysis Assessment and report
Funding source-Restricted Mental Health Funds

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 **TUCCI Learning Solutions Inc.** for services rendered as specified below.

1. Scope of Service:

To provide BCBA in school consultation services for a student with special needs and to conduct Functional Behavioral Assessments, reports, attend IEP meetings as needed.

2. Evaluation and/or expected outcome(s)

The BCBA will conduct observations and provide consultation to school staff. The BCBA may develop a behavioral intervention/support program for the student and may conduct a Functional Behavioral Assessment report depending on the recommendations of the student's IEP team.

3. Length of the Contract:

Service is to be provided during this period of time:
October 6, 2017-June 30, 2018

4. Financial Arrangements:

Consultant to be paid at the rate of: \$100 an hour, not to exceed 30 hours, up to \$3,000
Funding Source restricted mental health funds only to be used for students on IEPs
01-6512-0-5001-0000-8590-00-000-1546-0000

Consultant: TUCCI Learning Solutions Inc.

Address: 3180 Imjin Road Suite 149, Marina, CA 93933

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