MEMORANDUM

To: Mr. Gary French, Superintendent

From: Kristin Froedge, Director of Special Programs

Re: Contracting Services for Occupational Therapy

Date: August 1, 2012

Due to our previous Service Provider relinquishing their services for Occupational Therapy with Elizabethtown Independent Schools, the district is in need of a practitioner to service eligible students as designated by the IEP.

I would recommend that the school district contract with Ms. Amy Brown upon board approval August 20, 2012 as our Licensed Occupational Therapist. The agreed upon contracted rate is $60.00 an hour for the 2012-2013 school year. Said funding would come from WHAS grant and IDEA-B. As a consultant for the district, Ms. Brown will provide individual consultations with the students and/or teachers as required by the IEPs.