MEMORANDUM

To: Mr. Jon Ballard, Superintendent

From: Kristin Froedge, Director of Special Programs

Re: Contracting Services for Occupational Therapy

Date: June 1, 2014

Amy Brown has been Elizabethtown Independent Schools Occupational Therapy Provider for students in the district with needs as designated by their IEP.

I would recommend that the school district renew the contract for services with Ms. Amy Brown upon board approval June 15, 2015 as our Licensed Occupational Therapist. The agreed upon contracted rate is $60.00 an hour for the 2015-2016 school year. Said funding would come from IDEA-B and General Funds. As a consultant for the district, Ms. Brown will provide individual consultations with the students and/or teachers as required by the IEPs.