

**Marion County School District  
Services for St. Augustine**

**Part One Agreement:**

- A. Provide the following services on an as-needed basis, with the mutual approval of both parties for the duration of the school year by a licensed speech therapist:
  1. Speech therapy assessments to students referred to the contractor through the ARC process in writing under the following arrangements:
    - a. Assessments using educationally relevant statements will be done at school, including functional school activities.
    - b. Upon completion of a comprehensive speech assessment, the original, complete assessment report will be submitted to the appropriate program office within two weeks.
    - c. When requested, the contractor will attend at a mutually agreeable time, any required meetings to interpret the assessment and to establish goals relevant to each student's educational need.
  2. Speech therapy services to assigned students under the following arrangements:
    - a. Services will be provided at St. Augustine Elementary School with the exception of identified preschool, which will be provided therapy at the Lebanon Elementary Preschool center. This time will be scheduled through the Preschool program and the parent of the identified student. Integration of the student's speech therapy services with other educational services may be accomplished within the classroom setting unless specifically excluded on the student's individual service plan.
    - b. The frequency and duration of treatment will be provided as required by the student's individual service plan, including updated long-term and short-term goals and treatment plans as appropriated and required by the student's plan. Their records shall be available to the Director of Exceptional Child Education or the Principal of St. Augustine Elementary School for inspection at any time and shall be forwarded to the Director's office within two weeks of cessation of services.
    - c. Consultation will be provided to the school personnel and/or parents on a regular basis.
    - d. The therapist will participate in ARC meets as requested and as appropriate to make recommendations and update goals at mutually agreeable times.
  3. Follow all applicable policies of the Marion County Board of Education and St. Augustine Elementary School.
  4. Not attempt to collect for the services provided under this agreement from student, family, or any governmental, private, or public agency, other than the Board unless previously arranged with the Board and with the consent of the parent.

5. Coordinate services with the Board's designee.
6. Inform the Principal of St. Augustine School of all student absences beyond three consecutive therapy sessions.
7. Document services and progress in accordance with each student's service plan
8. Submit a statement of services rendered by the first of each month to the Board.
  - a. The statement of services rendered must be submitted including the date service was provided, the sites served, the service provided, and the duration of service in minutes. This statement is to be signed and dated.
  - b. Submit a report that includes changes in services for assigned students that occurred at ARC meetings.
  - c. Maintain a record of all students assigned.
  - d. Speech Therapist will screen, test and assist in the development of appropriate individual plans for students who qualify for assistance in communication under the provision of the Individuals with Disabilities Education Act.
    - i. In the event of student absences, make-up sessions are arranged as the therapist and student's schedule allows meeting the requirement of the service plan.
    - ii. Attendance at Admission/Release committee meetings as requested by the Board is to be documented on the statement of services rendered as well as other required meetings.
    - iii. The therapist will keep on file at the Marion County Board of Education a copy of certificate and license and other necessary employment documentation.

## **Part Two:**

The Marion County Board of Education will:

- A. Through arrangements with St. Augustine Elementary School, provide space for the therapist to work and store records and materials.
- B. Provide access to all available data necessary to the provision of these services.
- C. Provide orientation to the implementation of these services to be consistent with the district procedures.
- D. The scheduling of the speech therapist's services shall be mutually agreed upon as coordinated through the therapist and the Director of Exceptional Child Education and the Principal of St. Augustine. The scheduling of the therapy time shall be made in such a manner as to avoid any conflict with school holidays/activities. In the event that the Speech Therapist is unable to meet the schedule because of illness, the therapist will make every effort to reschedule the time missed at a mutually agreeable time to fulfill each student's IEP.

## **Part Three:**

- A. The Marion County School district will provide psychological assessment services on an as need basis with St. Augustine.
- B. St. Augustine will be responsible for contacting the Director of Exceptional Child Education or Designee to request a meeting pertaining to the assessment of the student residing in the school. Also, St. Augustine will be responsible for

- C.** The Marion County district will assist in the development of the screening permission and/or the referral process as appropriate.
- D.** The district will provide the assessment in accordance with the time-line presented within the Exceptional Child Education Policy and Procedures adopted by the Marion County Board of Education.
- E.** Upon completion of the comprehensive assessment a written report will be submitted to the school and the parents.
- F.** St. Augustine will be responsible for contacting the parent and setting a meeting time convenient for the parent and school district. Representatives for the district will include: chairperson, individual knowledgeable in the interpretation of the assessment data, and an Exceptional Child Education teacher.

The term of this agreement shall begin August 1, 2017 and shall expire on June 30, 2018.

\_\_\_\_\_  
Principal, ST. Augustine Elementary

Date \_\_\_\_\_

Witness