


CONTRACT APPROVAL ROUTING SHEET

All Board contracts must be accompanied by this routing sheet with the contract attached.

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|-----------------------------|---|----|
| Contractor: | MARTHA KAISING, M.A. CCC/SLP | 1 |
| Contract Date: | 8/1/2018 | 2 |
| Contract Services: | Speech and Language Therapy Services (Newport Intermediate School) | 3 |
| Contract Period: | 2018-2019 School Year | 4 |
| Hourly Rate: | \$50.00 | 5 |
| Hours per week: | Not to exceed 30 hours per week. | 6 |
| Contract Amount: | Not to exceed \$54,000.00 per year. | 7 |
| Contract Attached: | Yes | 8 |
| Signatures Necessary: | Yes | 9 |
| Attorney Review: | | 10 |
| Superintendent Review: | | 11 |
| Special Ed Director Review: |  | 12 |
| Payment Account Code: | IDEA | 13 |
| Board Chairman Review: | | 14 |

**SERVICE CONTRACT BETWEEN
NEWPORT BOARD OF EDUCATION AND Martha Kaising, M. A. CCC/SLP**

This agreement is between the Newport Board of Education, referred to as the First Party and Martha Kaising, hereafter referred to as the Second Party.

I. In consideration for the services described below, the First Party agrees to:

- a. Reimburse the Second Party for delivery of speech-language therapy services for the Newport Independent School District for the **2018-2019** school year at the rate of **\$50.00** per hour for no more than **30** hours per week and not to exceed **\$54,000.00** per year.
- b. Said reimbursement for speech-language therapy and supervision/mentoring services for the period from **August 2018**, the first day of the school year until the last school day of the school year. Reimbursements will follow the district's payroll schedule which will be provided to the first party prior to the beginning of the school year.

II. The Second Party agrees to provide the First Party with the following services:

- a. Provide speech-language therapy services as assigned by the Newport Director of Special Education in accordance with the Kentucky Department of Education regulations regarding provision of special education and speech-language services from the first day until the last day of **2018-2019** school year.
- b. Maintain license in good standing with the Kentucky Board of Speech-Language Pathology and Audiology and the American Speech-Language Hearing Association.
- c. Conduct evaluations, write reports, maintain records and services records as required by Director of Special Education.
- d. Attend Admissions and Release Committee meetings as required or to provide written reports when unable to attend.
- e. Report all concerns regarding the professionalism and performance consistent with ASHA and the Kentucky Board of Speech-Language Pathology and Audiology to the Director of Special Education.
- f. To provide expert testimony regarding services provided to the District during the term of the contract as requested by District Administrator representing the Board of Education as necessary for complaints, due process hearings, appeals or other civil actions taken by or against the Newport Board of Education.

III. The Second Party agrees to State and District Requirements to satisfy Contract.

- a. The Newport School Board of Education requires all employees, contractors, and volunteers to submit to a criminal history background check by the Department of Kentucky State Police and the Federal Bureau of Investigation. Fingerprints shall be obtained on an applicant's fingerprint card provided by the Department of Kentucky State Police. The results of the criminal background check will be sent to the hiring superintendent. Any fee charged shall be no greater than the actual cost of processing the request and conducting the search. Finger printing can be obtained at the superintendent's office in the Newport Welcome Center. Newport Board of Education charges \$32.00 for the background check and fingerprints. If you have completed a background check and finger printing at another district please submit a copy with your application/contract.

- b. The Newport Board of Education requires all prospective employees of public schools and their contractors' who work in direct contact with children submit to a (Child Abuse) Background Check in accordance with the passage of SB 101 (2018). The Central Registry Check form can be downloaded from The Cabinet for Health and Family Services (CHFS) website. A check or money order made payable to the "Kentucky State Treasury" in the amount of ten dollars (\$10.00) must accompany your request to process the Child Abuse Neglect Check. Please follow complete instructions on the form. Persons applying for a certified, classified or contractual position within the Newport Independent School District must present the superintendent with a letter from the Cabinet for Health and Family Services stating you are clear to hire and there are no findings of substantiated child abuse or neglect.
- c. The Newport Board of Education has contracted Safe Schools by Vector Solutions to streamline staff safety and compliance training with a web-based automated system. You are required to complete specific training courses in accordance to the district's Safe School policies prior to the first day of school. Courses required by the district include, but are not limited to Restraint and Seclusion, Bloodborne Pathogens Exposure Prevention, FERPA: Confidentiality of Records, Emergency Management: Evacuation Planning for Students with Special Needs, Safety in the Classroom and others to be determined for educators who support students with exceptionalities.
- d. The Newport Independent School District subscribes to Kentucky School Board Association's (KSBA) Medicaid Reimbursement Program to manage special education related services and maintain IDEA compliance. The use of custom software – ezEdMed is a time saving management tool that maximizes Medicaid reimbursements for special education services such as speech and language therapy, occupational therapy, physical therapy, nursing care, audiology, the purchase of assistive technology devices and special transportation. The service documents therapies delivered to the students and progress monitoring made toward students goals.
 - a. Provider shall complete in-service training (CEU/EILA credit), webinar and video conferencing with easy-to-use reference manuals. Provider will also receive support and consultation from Kentucky-based special education professional via toll free phone and email.
 - b. New providers are required to attend all ezEdMed Trainings in order to execute the reimbursement program. Current providers are required to only attend trainings that are essential to the services they provide. You will be responsible for accurate documentation of all services provided to the special education student based on the service written in the IEP. Services are to be documented within **14 days of the service provided**. Incomplete or missing documentation will be addressed first by email and if not corrected following the email a meeting will be scheduled with the special education director.
 - c. Evaluations – Medicaid allows providers to use snow days, Professional Development Days and PLC days for writing evaluations and analyzing the evaluation data. This does not include after regular school hours, weekends and holidays.
 - d. Providers shall participate in a Random Moment Time Study (RMTS) created by the Medicaid School Based Administrative Claiming (SBAC) program in an effort to recoup costs associated with administrative activities under the Individuals with Disabilities Education Act (IDEA).

- e. A change in a practitioner's License, certification or registration may disqualify the practitioner from covered Medicaid services. It is the responsibility of the therapist and or practitioner to submit a new license when a license expires during the contract period.

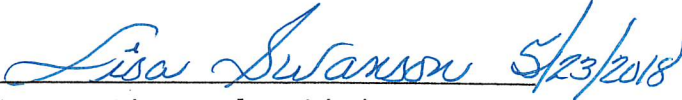
IV. Both Parties agree to:

- a. Uphold this contract during the **2018-19** school year.
- b. Have the right to terminate the contract when provided thirty day notice.
- c. Comply with state and federal regulations as may apply to this contract.

Signatures:

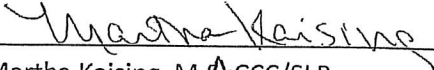
First Party

Kelly Middleton, Superintendent Date
Newport Independent School District



Lisa Swanson, Director of Special Education Date
Newport Independent School District

Second Party

 5/10/18

Martha Kaising, M.A. CCC/SLP Date
Speech Language Pathologist
License # KY 2264

Contract/Speech-Language Pathology 2018-2019