




Bullitt County Public Schools

1040 Highway 44 East
Shepherdsville, Kentucky 40165

502-869-8000
Fax 502-543-3608
www.bullittschools.org

TO: Jesse Bacon, Superintendent 
FROM: Troy Kolb, Director of Special Education
DATE: July 11, 2018
RE: Request for Continuation of Contract: Applied Behavioral Advancements (ABA)

The Department of Special Education is requesting to continue the existing contract with Applied Behavioral Advancements for delivery of services in the area of applied behavior analysis. ABA's services entail the identification of goals and objectives, the measuring of target behaviors, the evaluation of current levels of performance, the design and implementation of interventions, ongoing measurements of target behaviors, and peer training. Our contract with ABA was set to expire on June 30, 2017, but it includes a contingency provision for possible continuation of the contract on a month-by-month basis thereafter. This contract was approved for continuation for the 2017-2018 school year and we are requesting to continue operation under this contract with ABA again for the 2018-2019 school year. Funding will come from the IDEA-B budget.

Please let me know if I can answer any additional questions on this matter.

Attachment:

➤ Professional Service Agreement with Applied Behavioral Advancements

PROFESSIONAL SERVICE AGREEMENT

This is a binding agreement between the Board of Education of Bullitt County Kentucky, having its principal place of business at 1040 Highway 44 East, Shepherdsville, KY 40165 and Applied Behavioral Advancements, LLC, having its principal place of business as 196 Observation Pointe Dr., Somerset, KY 42503. This agreement shall begin on December 01, 2016 and end on June 30, 2017. This agreement may be extended after June 30, 2017 on a month to month basis per written request from the Board of Education of Bullitt County Kentucky.

WITNESSETH:

The Board of Education of Bullitt County Kentucky desires to have the following services performed within the school setting: Selection of interfering behavior or behavioral skill deficits, Identification of goals and objectives, Establishment of a method of measuring target behaviors, Evaluation of the current levels of performance, Design and implementation of the interventions that teach new skills and/or reduce interfering behaviors, On going measurement of target behaviors to determine the effectiveness of the intervention, Means and methods for peer training and Billing procedures and breakdown for services proposed.

NOW, THEREFORE, it is mutually agreed as follows:

- I. Applied Behavioral Advancements, LLC will address the following components at a minimum within the public school setting:
 1. Selection of interfering behaviors or behavioral skill deficits.
 - a. This will be accomplished through direct observation, interviews with teachers, paraprofessionals, parents, and others.
 - b. Formal assessment such as the ABLLS or VB-MAPP protocol, will be completed as deemed clinically necessary.
 2. Identification of goals and objectives:
 - a. Goals and objectives will be identified through the functional assessment process and/or formal protocol (ABLLS or VB-MAPP).
 - b. All goals and objectives will be reviewed with the school team to allow for collaboration and likelihood of success.
 - c. All goals and objectives will be identified with a hierarchy of need based upon team input.
 3. Establishment of a method of measuring target behaviors.
 - a. Applied Behavioral Advancements, LLC will review all current school based documentation for appropriateness of measuring target behaviors.
 - b. Applied Behavioral Advancements, LLC will provide additional data collection forms if the current school documentation is considered insufficient to capture the parameters of target behaviors.
 - c. Applied Behavioral Advancements, LLC will work with the teachers and paraprofessionals to determine the most effective method of data collection.
 4. Evaluation of the current levels of performance.
 - a. Applied Behavioral Advancements, LLC will evaluate the current levels of performance through direct observation, assessment of academic documentation, and interviews with school personnel.
 - b. Additional assessment protocols (ABLLS, VB-MAPP) will be completed as deemed clinically necessary.

5. Design and implementation of the interventions that teach new skills and/or reduce interfering behaviors.
 - a. Applied Behavioral Advancements, LLC will provide a written behavior support plan based upon a functional assessment.
 - b. Applied Behavioral Advancements, LLC will train all staff on the interventions contained in the behavior support plan and ensure competency of intervention for all staff.
 6. Ongoing measurement of target behaviors to determine the effectiveness of the intervention.
 - a. Applied Behavioral Advancements, LLC will determine the effectiveness of interventions based upon review of collected data, interviews with school personnel, and direct observation.
 - b. Applied Behavioral Advancements, LLC will provide written progress reports to the school team documenting the effectiveness of the intervention.
 - c. All interventions will be amended or revised as clinically necessary with the input of the school team.
 7. Means and methods for peer training in the above.
 - a. Applied Behavioral Advancements, LLC will provide ongoing peer training through the method of class wide instructional lessons and social groups.
 - b. Applied Behavioral Advancements, LLC will provide individual instruction to students based upon school personnel referral and parental permission.
 8. Billing procedures and a breakdown of services provided.
 - a. Applied Behavioral Advancements, LLC will invoice Bullitt County Public Schools monthly for all services rendered with specific dates, time in, time out, and a progress note detailing each service date.
 - b. Applied Behavioral Advancements, LLC will bill Bullitt County Public Schools a rate of \$110/hour for Board Certified Behavior Analysts, and \$80/hour for Behavior Specialists.
 - c. Applied Behavioral Advancements, LLC will perform the following services in agreement with the Bullitt County Public Schools:
 - i. Formal functional assessment with written report: not to exceed 10 hours
 - ii. Formal written behavior support plan including staff training: not to exceed 6 hours
 - iii. Ongoing monitoring of the behavior support plan: hours in agreement with Bullitt County Public Schools.
 - iv. Direct instruction of skill acquisition with students: hours in agreement with Bullitt County Public Schools
- II. The Board of Education of Bullitt County Kentucky agrees to pay Applied Behavioral Advancements, LLC only for services outlined above for the mutually agreed number of hours listed in section I;8. For consultation and training purposes only, documentation of agreement for hours may also include written letter and/or email communication between Applied Behavioral Advancements, LLC's Executive Director and the Director of Special Education Programs for the Board of Education of Bullitt County Kentucky or documented designee.
- III. In the performance of this Agreement, Applied Behavioral Advancements, LLC shall perform as an independent contractor. Applied Behavioral Advancements, LLC shall not be considered an agent, employee, or servant of the Board of Education of Bullitt County Kentucky for any purpose. It is understood that the Board of Education of Bullitt County Kentucky does not agree to use Applied Behavioral Advancements, LLC exclusively and that Applied Behavioral Advancements, LLC is free to contract for similar services to be performed for others. The Board of Education of Bullitt County Kentucky is interested only in the results to be achieved and the

conduct and control of the work will be solely with Applied Behavioral Advancements, LLC. None of the benefits provided by the Board of Education of Bullitt County Kentucky to its employees, including, but not limited to, worker's compensation insurance and unemployment insurance, are available from the Board of Education of Bullitt County Kentucky to the contractors, employees, agents or servants of Applied Behavioral Advancements, LLC. Applied Behavioral Advancements, LLC will be solely and entirely responsible for his acts.

- IV. Applied Behavioral Advancements, LLC shall indemnify, save and hold harmless the Board of Education of Bullitt County Kentucky and its agents for any and all liability or loss and against all claims or actions based upon or arising out of damage or injury to persons or property caused by or sustained in connection with the performance by Applied Behavioral Advancements, LLC under this Agreement. Furthermore, Applied Behavioral Advancements, LLC shall assume full responsibility for payment of all federal, state, and local taxes or contributions imposed or required under unemployment insurance, social security, and income tax laws as applicable to the performance by Applied Behavioral Advancements, LLC under this agreement.
- V. Applied Behavioral Advancements, LLC agrees to maintain professional liability insurance of at least \$1 million along with listing the Board of Education of Bullitt County Kentucky as an "additional insured".
- VI. Applied Behavioral Advancements, LLC will comply with all existing federal, state and local laws and regulations applicable thereto.
- VII. Applied Behavioral Advancements, LLC will comply with the Kentucky Civil Rights Act of 1977 and with civil rights requirements set forth in 45 CFR Parts 80, 84 and 90.
- VIII. To enable Applied Behavioral Advancements, LLC to provide services, it may be necessary that ABA, LLC have access to certain Confidential and Proprietary Information (a confidentiality agreement in accordance with the Health Information Portability and Accountability Act [HIPAA]), incorporated herein by reference. The Board of Education of Bullitt County Kentucky is willing to provide Confidential and Proprietary Information to Applied Behavioral Advancements, LLC, as may be required for Applied Behavioral Advancements, LLC's performance under this Agreement, on the condition that all ABA, LLC contractors, employees, agents or servants agree to protect the confidentiality of such information. A material breach of confidentiality may be grounds for the Board of Education of Bullitt County Kentucky to terminate this Agreement immediately.
- IX. Except as otherwise provided in Paragraph VIII above, either party may terminate this Agreement on 30 days' written notice.
- X. This Agreement contains the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This Agreement may not be modified except by a writing signed by the Board of Education of Bullitt County Kentucky and Applied Behavioral Advancements, LLC.
- XI. Neither party shall be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control. Performance times shall be considered extended for a period of time equivalent to the time lost because of such delay.

- XII. This Agreement shall apply to, inure to the benefit of, and be binding upon the parties hereto and upon their permitted successors in interest and permitted assigns. Contractor may not be assign, without the prior written consent of the Board of Education of Bullitt County Kentucky, Contractors rights, duties, or obligations under this Agreement to any person or entity, in whole or in part, whether by assignment, merger, transfer or assets, or otherwise, and any attempt to do so shall be deemed a material breach of this Agreement.
- XIII. Any notice provided pursuant to this Agreement, if specified to be in writing, shall be in writing and shall be deemed given (i) if by hand delivery, upon receipt thereof; and (ii) if mailed, seven days after deposit in the U. S. Mail, postage prepaid, certified mail, return receipt requested. All notice shall be addressed to the parties at the addresses set forth on the first page of this agreement.
- XIV. All provisions of this Agreement relating to confidentiality or to payment of fees shall survive termination of this Agreement.
- XV. The waiver or failure of either party to exercise any right provided for in this Agreement shall not be deemed a waiver of any further right under this agreement.
- XVI. If for any reason a court of competent jurisdiction finds any provision of this Agreement, or portion of this Agreement, to be unenforceable, that provision shall be enforced to the maximum extent permissible so as to effect the intent of the parties, and the remainder of this Agreement shall continue in full force and effect.
- XVII. Any rights or remedies set forth in this Agreement are in addition to any other rights and remedies available to either party at law or in equity.
- XVIII. The parties agree that this Agreement is for the benefit of the Board of Education of Bullitt County Kentucky and Applied Behavioral Advancements, LLC and is not intended to confer any rights or benefits on any third party, and that there are no third-party beneficiaries to this Agreement or any part or specific provision of this Agreement.

IN TESTIMONY WHEREOF, WITNESS the signatures of the parties this 12 day of Dec, 2016.

The Board of Education of
Bullitt County Kentucky

By: Deborah Atherton

Title: Deborah Atherton, Board Chair

Date: 12/12/16

Applied Behavioral Advancements, LLC

By: Christopher George

Christopher George, M.Ed, MCBA, LBA
Owner/Executive Director

Date: 12/14/16