

**MERCER COUNTY BOARD OF EDUCATION**  
**2018-2019**  
**ORIENTATION AND MOBILITY SERVICES**

This professional service contract is made and entered into by and between the Mercer County Board of Education and Tracey French, 8608 Shenandoah Dr., Pewee Valley, KY 40056 and is subject to the following terms and conditions:

I. The contractor will:

- A. Provide the following services to disabled students as recommended by an appropriate Admissions and Release Committee for the 2018-2019 school year for students who are visually impaired:
  - 1. Consultation and support services
  - 2. Intervention planning/adaptations
  - 3. Program evaluation
  - 4. Conduct assessment of Orientation and Mobility
  - 5. Attend IEP meetings
- B. Provide services to disabled students placed in certain Special Education programs under the following conditions:
  - 1. Provide services to qualified visually impaired children.
  - 2. Keep and maintain evaluation, progress notes, and summary reports (log) as required by the Board. These records shall be available to the Board for inspection at anytime and shall be forwarded to the Board of Education office within 2 weeks of cessation of services.
  - 3. Submit a statement of charges by the last day of each month; including date service was rendered, the student/teacher served, the service provided, the duration of service minutes and the total statement of charges. All statements and standard invoices must be signed and dated.

II. The Board will:

- A. Be responsible for the payment of fees for Orientation and Mobility services rendered by the contractor to Mercer County students at the following rates:
  - 1. Eighty-five dollars (\$85.00) per hour spent in provision of services to students, consultation with school personnel, parents and attendance at IEP meetings (includes travel time at the above mentioned rate from home office {Oldham County, KY} to point of service and back).
    - a. Missed appointments or students absences are chargeable if the contractor contacted the student's placement earlier in the day to ascertain the student's attendance, and subsequently found the student to be absent upon arriving to provide services under this contract. Documentation must be entered in the student's record to that effect. It is expected that when missed appointments are billed under the subpart that the contractor will pursue consultation during that billable time with the student's teacher, parent or other therapist if at all possible.
    - b. In the event that a field trip would fall on the day of scheduled therapy, the therapy session will be rescheduled during that same week when possible. Sessions that are not rescheduled are not billable.
- B. Provide access to all available data necessary to the provision of these services.
- C. Provide direction in the implementation of these services to be consistent with the district's procedures.

Page Three

Contract for Orientation and Mobility Services 2016-2017

- III. Contractor shall not be considered an employee or agent of the Mercer County Board of Education. The term of this agreement shall begin August 1, 2018 and shall expire July 31, 2019.

---

Contractor

---

Director of Exceptional Children Services

---

Date