



FLOYD COUNTY BOARD OF EDUCATION  
Danny Adkins, Superintendent  
442 KY RT 550  
Eastern, KY 41622  
Telephone (606) 886-2354 Fax (606) 886-4550  
www.floyd.kyschools.us

Sherry Robinson- Chair - District 5  
William Newsome, Jr., Vice-Chair - District 3  
Linda C. Gearheart, Member - District 1  
Dr. Chandra Varia, Member- District 2  
Rhonda Meade, Member - District 4

**Consent Agenda Item (Action Item):** Limited contract for services with Central Kentucky Interpreter Referral, Inc., to meet interpretation needs for the 2020-2021 school year, retroactive December 8, 2020.

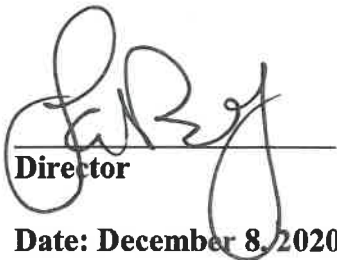
**Applicable State or Regulations:** Relates to 707 KAR 1:290, 707 KAR 1:300, 707 KAR 1:310, 707 KAR 1:320, 707 KAR 1:340 and 707 KAR 1:350 (Statutory Authority: KRS 156.070(1), 156.160, 157.220, 157.224, 157.260, 167.015

**Fiscal/Budgetary Impact:** The cost for each evaluation will be based upon the contracted fee schedule as indicated by age of student and assessment administered. The cost of these professional services will come from IDEA funding.

**History/Background:** To ensure evaluation timelines are met in order to meet indicator targets of 100% and during communication of ARC meetings, an interpreter is needed throughout the year. The limited contract will allow for the Chief of District Wide Services: Special Education to utilize the services of an interpreter for communication in ARC meetings

**Recommended Action:** Approve the limited contract with Central Kentucky Interpreter Referral, Inc. for the 2020-2021 school year.

**Contact Person(s):** Larry Joe Begley, Chief of District Wide Services: Special Education, 606.886.4539

  
Director  
Date: December 8, 2020

  
Superintendent



# Central Kentucky Interpreter Referral, Inc.

P.O. Box 104 • Danville, KY 40423

859.236-9888

[www.CKIRA.org](http://www.CKIRA.org)

## Billing Agreement for American Sign Language Interpreting Services

**Fee Structure** Our initial fee is \$110.00\*. Assignments that go beyond two hours will be billed an additional \$55.00\* per hour. Billing is accrued in 15-minute increments.

Days and Times		Rate
Weekdays	7:00am-5:00pm	Standard Base Rate (SBR)
Weekday Evenings	5:01pm-6:59pm	SBR + \$5.00 per hour
Weekend Days	7:00am-5:00pm	SBR + \$5.00 per hour
Weekend Evenings	5:01pm-6:59am	SBR + \$10.00 per hour
Postal Holidays**	12:00am-11:59pm	SBR + \$10.00 per hour

\*Base Rate is for M-F 7:00am-5:00pm

\*\*Including Christmas Eve

### Additional fees, if applicable:

- Interpreters charge travel at the same rate. We will make every effort to find an interpreter in your area. When assessing travel charges, CKIR uses Mapquest. ®
- If your office would like to be notified before the assignment where the interpreter will be traveling from, please request a call back when scheduling the appointment.
- If an assignment is longer than two hours, CKIR may have to schedule two interpreters to work as a team which would be the same fee as above for each interpreter.
- Out-of-town assignments involving travel, meals, lodging, etc.

### Cancellation Policy- You will receive an invoice based on the above rate schedule for:

- Assignments that are cancelled with less than 24 hour notification, excluding weekends/holidays.
- Assignments where an interpreter was scheduled but not needed.
- Assignments lasting more than two hours requiring a team of two interpreters.
- Assignments when the requested interpreter arrives, but the Deaf or Hard of Hearing client does not.
- Inclement Weather- CKIR does not bill if your entire office/business must close due to weather however, if you are open, then our standard cancellation procedures will apply.

**All request and/or cancellations of interpreter services must be communicated through our main number at 859-236-9888, faxed to 859-936-8705, or emailed to [easytoreserve@ckira.org](mailto:easytoreserve@ckira.org). On site interpreters are not permitted to accept cancellations and/or scheduling requests. All cancellations must be communicated with our main office weekdays between 8:00am-4:00pm. Calls that come in after 4:00pm and/or during weekends will be counted as received at 8:00am the next business day.**

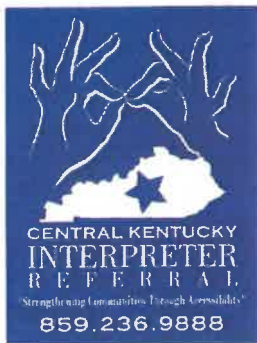
I have read, understand, and agree to the above information regarding payment for services rendered. A copy or facsimile of this document will be considered an original. In the event that CKIR must retain a collection agency or law firm to collect past due balances owed to CKIR, you agree to pay any and all collection agency fees, court costs, attorney fees or incidental costs associated with collecting. I further understand that Central Kentucky Interpreter Referral Inc. supports the interpreting profession as well as the Registry of Interpreters for the Deaf.

Company Name

Print Name and Title

Signature and Date

\*Under KRS 309.301 collegiate Interns from a nationally accredited university are allowed a waiver to work without a license while under direct and indirect supervision from their University Professors and Internship Placement Supervisors.



# Central Kentucky Interpreter Referral, Inc.

P.O. Box 104 • Danville, KY 40423

859.236-9888

[www.CKIRA.org](http://www.CKIRA.org)

## Billing Agreement for Spanish Interpreting Services

### Fee Structure:

Our initial fee is \$80.00.\* Assignments that go beyond two hours will be billed an additional \$40.00\* per hour. Billing is accrued in 15-minute increments.

Days and Times		Rate
Weekdays	7:00am-5:00pm	Standard Base Rate (SBR)
Weekday Evenings	5:01pm-6:59pm	SBR + \$5.00 per hour
Weekend Days	7:00am-5:00pm	SBR + \$5.00 per hour
Weekend Evenings	5:01pm-6:59am	SBR + \$10.00 per hour
Postal Holidays**	12:00am-11:59pm	SBR + \$10.00 per hour
*Base Rate: Weekdays 7:00am-5:00pm		**Including Christmas Eve

- Telephone Interpretation: 30 minute minimum. Please call for details.
- Written Translation: \$0.23 per word with a \$40.00 minimum. Please call for details.

### Additional fees, if applicable:

- Interpreters charge travel at the same rate. We will make every effort to find an interpreter in your area. When assessing travel charges, CKIR uses Mapquest. ®
- If your office would like to be notified before the assignment where the interpreter will be traveling from, please request a call back when scheduling the appointment.
- If an assignment is longer than two hours, CKIR may have to schedule two interpreters to work as a team which would be the same fee as above for each interpreter.
- Out-of-town assignments involving travel, meals, lodging, etc.

### Cancellation Policy- You will receive an invoice based on the above rate schedule for:

- Assignments that are cancelled with less than 24 hour notification, excluding weekends/holidays.
- Assignments where an interpreter was scheduled but not needed.
- Assignments lasting more than two hours requiring a team of two interpreters.
- Assignments when the requested interpreter arrives, but the Spanish speaking client does not.
- Inclement Weather- CKIR does not bill if your entire office/business must close due to weather however, if you are open, then our standard cancellation procedures will apply.

**All request and/or cancellations of interpreter services must be communicated through our main number at 859-236-9888, faxed to 859-936-8705, or emailed to [easytoreserve@ckira.org](mailto:easytoreserve@ckira.org) On site interpreters are not permitted to accept cancellations and/or scheduling requests. All cancellations must be communicated with our main office weekdays between 8:00am-4:00pm. Calls that come in after 4:00pm and/or during weekends will be counted as received at 8:00am the next business day.**

I have read, understand, and agree to the above information regarding payment for services rendered. A copy or facsimile of this document will be considered an original. In the event that CKIR must retain a collection agency or law firm to collect past due balances owed to CKIR, you agree to pay any and all collection agency fees, court costs, attorney fees or incidental costs associated with collecting. I further understand that Central Kentucky Interpreter Referral Inc. supports the interpreting profession as well as the Registry of Interpreters for the Deaf.

Company Name

Print Name and Title

Signature and Date



# Central Kentucky Interpreter Referral, Inc.

P.O. Box 104 • Danville, KY 40423

859.236.9888

**Servicios De Traducciones  
De Kentucky Central**

Open 24 hours, 7 days a week  
Abierto las 24 horas, Lunes a Domingo

**Sign Language and  
Foreign Language Translation**

## Billing information:

Company Name

Floyd Co. Schools

Contact person for billing

Stacy Simpson

Phone

(606) 886-4530

Fax

(606) 886-4550

Email Address

stacy.simpson@floyd.kyschools.us

Physical Address

442 Ky Rt 550

Eastern, KY 41622

Mailing Address

Same as above

CKIR automatically sends invoices via email. Please advise if you would prefer to have your invoices mailed.