



FLOYD COUNTY BOARD OF EDUCATION
Tonya Horne-Williams, Superintendent
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www.floyd.kyschools.us

William Newsome, Jr., Board Chair - District 3
Linda C. Gearheart, Vice-Chair - District 1
Dr. Chandra Varia, Member- District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item):

Approve limited contract for services with Central Kentucky Interpreting Referral, Inc., to meet interpreting needs for the 2025-2026 school year.

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 needed interpreting service will be paid for using IDEA funds.

The cost for needed interpreting services will be paid using general funds for general education students and their family needs.

History/Background:

To ensure that students are evaluated with validity and that results are communicated accurately with parents so that informed decisions can be made concerning eligibility and IEP programming during ARC meetings.

To provide means for active participation for families that may be deaf or hard or hearing.

Recommended Action:

Approve the limited contract with Central Kentucky Interpreting Referral, Inc., for the 2025-2026 school year.

Contact Person(s):

Cinda Francis, Chief of Special Education 606.886.2354

N/A
Principal

Cinda Francis
Director

Tonya H. Williams
Superintendent

Date:

July 1, 2025



Central Kentucky Interpreter Referral, Inc.

P.O. Box 104 • Danville, KY 40423

859.236-9888

www.CKIRA.org

January 19, 2024

Dear Valued Customer,

Central Kentucky Interpreter Referral, Inc. (CKIR) nearing its 20th year of serving Central Kentucky by providing highly qualified interpreters who are licensed, certified and professional. We would like to extend our gratitude for helping to ensure our community is even more accessible to everyone, regardless of their language and communication needs.

As a non-profit agency, our goal is to provide high quality services while keeping costs to an absolute minimum for our customers. We realize that interpreting services can be costly. We work diligently to manage operating costs and pass along savings to our customers, which has resulted in CKIR continually being the most affordable interpreting service provider in the state. Unfortunately, with costs rising across the board for everyone, we have no alternative but to increase our rates. With the demand for interpreting services continuing at a high level, this is a necessary action to remain a competitive employer in our field and retain the highly qualified interpreters that you have come to know and appreciate.

By increasing our rates only \$5.00, we will be able to continue providing high quality services with our qualified interpreting staff. The rate change will be effective March 1, 2024.

Thank you for your understanding.

Sincerely,

Derek Drury
Director of Operations
Central Kentucky Interpreter Referral, Inc.



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Billing Agreement for American Sign Language Interpreting (ASL) Services

Our Standard fee is \$130.00*. Assignments that go beyond two hours will be billed at our Standard Base Rate (SBR) of \$65.00 per hour. Billing is accrued in 15-minute increments.

Days and Times		Standard Base Rate (SBR) per Hour
Weekdays	7:00am-5:00pm	\$65.00
Weekday Evenings	5:01pm-6:59am	SBR + \$5.00
Weekend Days	7:00am-5:00pm	SBR + \$5.00
Weekend Nights	5:01pm-6:59am	SBR + \$10.00
Holidays (addendum attached)	12:00am-11:59pm	SBR + \$10.00

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

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 Google Maps. •
- If your office would like to be notified before the assignment of 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. Occasionally, two interpreters are needed for assignments lasting less than two hours depending upon complexity and content.
- Out-of-town assignments involving travel, meals, lodging, etc.
- An additional \$5.00 per hour (interpreting and travel) for interpreted assignments for legal services (ex. Interviews/meetings with legal counsel, depositions, table interpreting, etc.) and DeafBlind services.

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

- Assignments that are canceled with less than 24 business hours notice, excluding weekends/holidays.
- Assignments where an interpreter was requested 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 the business/office is open, then our standard cancellation procedures will apply.

All requests 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. On-site interpreters are not permitted to accept cancellations and/or scheduling requests. All cancellations must be communicated with our main office weekdays between 7:30am-4:30pm. Calls that come in after 4:30pm and/or during weekends will be counted as received at 7:30am 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. I further understand that Central Kentucky Interpreter Referral Inc. supports the interpreting profession as well as the Registry of Interpreters for the Deaf.

Floyd Co. Schools

Company Name

Print Name and Title

Signature and Date

Central Kentucky Interpreter Referral, in accordance with KRS 309.300 to 309.319 only uses American Sign Language Interpreters who are licensed to practice as an Interpreter in Kentucky.

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.



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P.O. Box 104 • Danville, KY 40423
859.236-9888 www.CKIRA.org

Billing Information

Company Name

Floyd Co. Schools

Billing Contact Person

Cinda Francis/ Valerie Warrix

Phone Number

606.886.2354

Fax Number

Email Address

Cinda.francis@floyd.kyschools.us
Valerie.Warrix@floyd.kyschools.us

Physical Address

442 Ky Rt. 550

Eastern, ky 41622

Mailing Address
(If different)

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

All pages can be returned via fax to 859-936-8705 or email to easytoreserve@ckira.org