

Contracted Services Agreement

THIS AGREEMENT dated the 16th of May 2025 between Tiffin City Schools and Karis Walsh (CONTRACTOR) includes the following mutually agreeable terms between the parties:

1. DESCRIPTION OF SERVICES: CONTRACTOR will provide school psychology services for Tiffin City Schools. This will include evaluations for the purpose of special education eligibility, report writing, and facilitation of evaluation team report (ETR) meetings. Additional services may occur as deemed appropriate by the CONTRACTOR and Tiffin City Schools.

2. LOCATION OF SERVICES: Tiffin City Schools and CONTRACTOR'S home or office (paperwork, report writing, ETR meetings as necessary).

3. TERM: The terms of this Agreement shall begin on July 15th, 2025 and shall terminate on June 30th, 2026. However, the Superintendent of Schools may terminate this Agreement with or without cause after providing written notice to the CONTRACTOR of the intended termination at least thirty (30) calendar days prior to the date of the intended termination. The CONTRACTOR shall notify the BOARD, in writing, at least thirty (30) calendar days prior to voluntarily severing or terminating this Agreement. In the event the Superintendent terminates the services of the CONTRACTOR for convenience, CONTRACTOR's recovery against the BOARD shall be limited to that portion of the compensation earned through the date of termination and the CONTRACTOR shall not be entitled to any other or further recovery against the BOARD, including any anticipated profit on portions of the work not performed.

Tiffin City Schools agrees to notify CONTRACTOR no later than April 1, 2026 of the intent to renew the contract for the following academic year.

4. DUTIES: The CONTRACTOR shall report to, and coordinate activities with, an administrator designated by the Superintendent of Schools. The administrator assigned to act in all matters pertaining to this agreement and to authorize services, accept and approve all reports, drafts, products or invoices is Tiffin City School's Assistant Director of Student Services (ADMINISTRATOR).

5. NECESSARY MATERIALS: Tiffin City Schools shall provide necessary assessment tools, protocols, online platforms for scoring and report writing, district email addresses, and district badges for entry to relevant school buildings and other ancillary tools and forms as necessary for CONTRACTOR to complete services.

6. COMPENSATION & PAYMENT: **Based on the completion of services described above, the CONTRACTOR shall receive compensation as described in the table below for the term of this agreement as compensation for all work and services performed by the**

CONTRACTOR and authorized by the ADMINISTRATOR. Any and all expenses, such as travel to district buildings and professional development are considered to be covered by the rate unless agreed upon in advance. Total evaluations for the 2025/25 academic year not to exceed 60 evaluations without prior approval from the superintendent.

ETR for Preschool: all evaluations, including initial evaluations, reevaluations, and transition to kindergarten evaluations	\$1,750
<ul style="list-style-type: none"> District obligations: No support from school district with regards to achievement testing, observations, scheduling, or gathering data from rating scales/parent input. Contracted partner's obligations: Consent/planning for ETR, necessary cognitive testing (when deemed appropriate), achievement testing, classroom observations, sends/scores relevant rating scales/parent forms, plans/schedules ETR meeting, report scoring/writing/interpretation, facilitates ETR meeting, etc. 	

As requested outside the scope of an evaluation, e.g. attendance at preschool screenings, consultation for MTSS, classroom observations/rating scales, review of records for transfer ETR's, and any other duties requested, the following rate applies:

<u>HOURLY RATE</u>	
<u>For</u>	
School Psychologist (Licensed by OH Board of Psychology)	\$125/hour

The CONTRACTOR shall be required to submit an invoice to the ADMINISTRATOR upon completion of services within 14 business days. Payment will be made within 30 days from receipt of an invoice and completion of services. A late fee of 5% will be assessed for payments received beyond the 30-day timeline. The late fee will be added on to the following invoice submitted.

7. INDEPENDENT CONTRACTOR: It is agreed and understood that the CONTRACTOR is an independent contractor and that the BOARD shall exercise no supervisory authority or control over the CONTRACTOR in the performance of this agreement. The CONTRACTOR shall not be deemed an agent or employee of the BOARD and any representation to the contrary by either party shall constitute a violation of this agreement and shall be grounds for immediate termination.

The CONTRACTOR maintains the right to control the means and manner of performing the

contracted services. The CONTRACTOR determines the details and scope of the work provided, the hours worked, the selection of appropriate materials and tools, how the work is performed, and how the CONTRACTOR is paid.

8. CONFIDENTIALITY OF STUDENT RECORDS: CONTRACTOR understands and agrees that CONTRACTOR is subject to all federal and state laws and the School Board rules relating to the confidentiality of student information. CONTRACTOR further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. 99. CONTRACTOR shall regard all student information as confidential and will not disclose the student information to any third party.

9. ENTIRE AGREEMENT: This agreement represents the entire agreement between the parties, may only be amended by a written agreement signed by both parties, and supersedes all prior or contemporaneous oral or written agreements and understandings with respect to the matters covered by this agreement.

IN WITNESS WHEREOF, the parties hereto, by the undersigned authorized parties do herein agree to the terms and conditions herein:

TIFFIN CITY SCHOOLS

Treasurer: _____

Date

Board President: _____

Date

Superintendent: _____

Date

CONTRACTOR



6/12/2025_____

Psychologist: Karis Walsh

Date