

Washington West Supervisory Union

School _____

Related Service Provider/Consultant

Contractual Agreement: Summer Services

Between: _____ and _____
(School) (Service Provider)

Maximum Amount: \$ _____ per hour, for up to _____ hours of direct service, plus up to _____ hours of planning time and up to _____ hours for pre-planning and progress report writing. Students served include _____. The service provider is responsible for providing a post summer services progress report to be submitted to the school no later than _____. Additionally, the service provider is responsible for completing Medicaid paperwork, if relevant, connected to provision of services.

If a child is a "no show" for more than 2 sessions, the service provider is responsible for contacting the principal to determine continuation of services. The provider will be paid for up to 2 no shows.

The service provider is responsible for arranging services with the client; contact information will be provided by each child's case manager.

Transportation to and from ESY services will be the responsibility of the student's parents.

Service Period: _____

Payment: Payment will be issued within 30 days after receipt of invoice(s) and all required documentation from the service provider. Service provider agrees to submit a detailed invoice with complete documentation of students served, grade level of student, date, and services delivered. Payment under this agreement is limited to the maximum amount indicated above. All expenses must occur within the service period, with a final invoice issued no later than 5 days after the completion of services rendered under this agreement.

Insurance: Service provider is required to provide a Certificate of Insurance indicating professional liability coverage and workers compensation coverage with an insurance agency licensed to transact such business in the State of Vermont.

Amendments: No changes, modifications of amendments in the terms or conditions of the agreement shall be effective unless reduced to writing and signed by the duly authorized representative of _____ and the service provider.

Cancellation: This agreement may be suspended or cancelled by either party by giving written notice at least 30 days in advance.

We the undersigned parties, certify that we are authorized to enter into this agreement and agree to be bound by its terms.

Principal Date Service Provider Date