



**Step By Step**

**Step By Step Academy, Inc.  
445 E. Dublin-Granville Road/Building G  
Worthington, OH 43085  
614-436-7837**

**INDEPENDENT-CONTRACTOR AGREEMENT**

**This Agreement made this \_\_\_\_ day of \_\_\_\_\_ between the Galion City School District and, Step By Step Academy(hereinafter the "Contractor"), witnesseth, that in consideration of the promises, each to the other, herein contained and for good and valuable considerations, it is hereby agreed as follows:**

1. **Galion City School District** agrees to employ the services of the Contractor and Contractor agrees to accept employment, not as a employee, whereby the Contractor contracts to perform the hereinafter work according to his own method and to be subject to the control of the **Galion City School District Board** only as to the end product or final result of the Contractor's work, not as to the means whereby it is to be accomplished.
2. Contractor hereby agrees: to have his hereinafter compensation paid to him in full and have his income reported on a Form 1099 or similar document, without any deductions or withholdings; to be fully responsible for any and all income tax and social security obligations without contribution from the **Galion City School District Board**.
3. Contractor agrees he is a self-employed, independent contractor and not an employee of the **Galion City School District**.
4. **PAYMENT FOR SERVICES:** Contractor agrees to invoice **Galion City School District** for the agreed upon services. It is agreed that the invoice will not be submitted prior to completion of services contained in number five. It is agreed payment for services will be itemized, calculated and submitted to **Galion City School District** on a monthly basis. Payment for services will be paid by **Galion City School District** on a monthly basis to Step By Step Academy, Inc. by the 30<sup>th</sup> of every month for the previous month's service hours.
5. **DUTIES AND RESPONSIBILITIES:** Step By Step Academy, Inc. agrees to perform the following services: Provide Applied Behavioral Analysis (ABA) trained aide and Specialized Educational (SE) services for **Ariah Keller** to include the following:
  - ABA trained aide and SE at SBSA's Cardington-Lincoln School District classroom following the agreed upon school schedule. Step By Step Academy, Inc. tuition for services not to exceed \$4000.00 per month. **Start date: November 5, 2015**
  - Occupational Therapy services will be provided by the school district.
  - Speech Therapy services will be provided by the school district.
  - Transportation and related services will be provided by the school district.
  - All related services will be provided by the school district.
  - Both parties will meet in six months on/or before **April 15, 2016** to discuss changes in recommendations, progress, and placement.

445 E. Dublin-Granville Rd., Worthington, OH, 43085  
(614) 436-STEP (7837) Fax: (614) 436-8704  
[www.stepbystepacademy.org](http://www.stepbystepacademy.org)



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- A new contract will be drafted at this time if needed based on the recommendations of the team (school, SBSA and parents).
  - Services may be re-evaluated by any member of the IEP team on or before **April 15, 2016** to discuss changes in recommendations and/or progress.
  - Quarterly progress reports will be provided to **Galion City School District** by Step By Step Academy, Inc.
6. **TERMINATION OF AGREEMENT.** Without cause, Step By Step Academy, Inc. may terminate this agreement at any time upon 30 days' written notice to **Galion City School District**. Without cause, **Galion City School District** may terminate this agreement upon 30 days written notice to Step By Step Academy, Inc. **Galion City School District** chooses to terminate, Step By Step Academy, Inc. will not be required to fulfill payment of services not delivered beyond date of termination of contract. Notwithstanding anything contrary contained in this agreement, Step By Step Academy, Inc. may terminate this agreement upon two weeks' notice to **Galion City School District** should any of the following events occur:
- Step By Step Academy, Inc. decision to terminate its business and liquidate its assets.
  - Bankruptcy or chapter 11 reorganization.
  - The merger or consolidation of Step By Step Academy, Inc. with another company.

**SCHOOL DISTRICT: Galion City School District**

BY:

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| SIGNATURE | TITLE | DATE |
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BY:

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| SIGNATURE | TITLE | DATE |
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**INDEPENDENT CONTRACTOR: Step By Step Academy, Inc.**

BY:

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| INDEPENDENT CONTRACTOR SBSA Executive Director | DATE |
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