



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 30th 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) aide, behavior consultant services and ABA therapy management system for Extended School Year (ESY) students to include the following:
 - One ABA trained aide for the ESY school day at **Galion City School District** following the agreed upon school schedule at **\$3000.00** per three weeks. Service Start date: **August 5, 2013** End date: **August 23, 2013**
 - One hour of behavior consultant services a week with a behavior consultant following the agreed upon schedule at **\$125.00** per hour.
 - Electronic ABA Therapy management system at **\$75.00** per month
 - Both parties will meet on/or before **August 23, 2013** to discuss changes in recommendations and progress.

445 E. Dublin-Granville Rd., Worthington, OH, 43085
(614) 436-STEP (7837) Fax: (614) 436-8704
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 **August 23, 2013** 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:

SIGNATURE

TITLE

DATE

BY:

SIGNATURE

TITLE

DATE

INDEPENDENT CONTRACTOR: Step By Step Academy, Inc.

BY:

INDEPENDENT CONTRACTOR SBSA Executive Director

DATE

DLT/BLT and RttT

Voss Cindy

Sent: Tuesday, May 21, 2013 2:10 PM**To:** Jenney Kathy**Cc:** Voss Cindy

I would like to make the following recommendations:

BLT/BLT

Meghan Tyrrell

Ashlee Cuttitta

Jamie Maguire

Jena Gardner

Tech coaches

Judi Cortelletti

Dennise Holtzapfel

Jenny Jackson

Lynne Foust

AUG.



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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 30th 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) aide, behavior consultant services and ABA therapy management system for **Josh Wilkins** to include the following:
 - One ABA trained aide for the school day at **Galion City School District** following the agreed upon school schedule at **\$4000.00** per month. Service Start date: **August 26, 2013**
 - One hour of behavior consultant services a week with a behavior consultant following the agreed upon schedule at **\$500.00** per month.
 - Electronic ABA Therapy management system at **\$75.00** per month
 - Both parties will meet in nine months on/or before **May 26, 2014** to discuss changes in recommendations and progress.
 - A new contract will be drafted at this time if needed based on the recommendations of the team (school, SBSA and parents).

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- Services may be re-evaluated by any member of the IEP team on or before **May 26, 2014** 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.

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SCHOOL DISTRICT: Galion City School District

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SIGNATURE

TITLE

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INDEPENDENT CONTRACTOR: Step By Step Academy, Inc.

BY:

INDEPENDENT CONTRACTOR SBSA Executive Director

DATE