**Agreement for Preschool Coordination Services**

**Robin Showers**, agrees to provide Bucyrus City Schools (the “Client) with the services set forth

herein (and as specified in the proposal and presentation), and the Client agrees to pay for such

services on the following terms and conditions.

* **Scope of Services**

Coordination of Preschool as deemed necessary by the Client’s Administrative Team and other

individuals as needed at the Client’s request. The Designee may also fulfill the Client’s responsibilities

with The Ohio Department of Education as directed by the Client.

The Firm will also continue to provide the following services for the Client.

 1. **Preschool Coordination Services**, to include: (a) Fulfill all required

 duties of the director of preschool as described by ODE; (b) serve as the

 district’s point of contact for all preschool activities; (c) provide input on

 all scheduling that has an impact on preschool; (d) complete the required

 documentation and attend all required workshops and meetings per the

 requirements of ODE and Step Up to Quality; (e) assist in the

 coordination of all required activities related to preschool students who

 are identified (or suspected) with a disability; (f) assist in any

 coordination of preschool screenings and/or child find activities;

 (g) coordination of required/needed professional development for all

 preschool personnel; (h) provide individual, monthly and year-to-date

 reports to Client; (i) work with the building administration and Central

 Office personnel to provide guidance with preschool budgeting and the

 factors that impact preschool; and (j) other preschool coordination

 services deemed necessary by Client.

* **Compensation Structure**

The Firm proposes the following compensation structure for Preschool Coordination Services outlined

above.

 1. Total Annual Costs for Client

 a. $ 26,400.00 ($2,400.00 per month)

The costs outlined are for eleven (11) months (August 1, 2022 through June 30, 2023) of service;

(120 hours / month at $20.00 / per hour) the Firm does not anticipate any other expenditure by the

Client during this time period. Expenses such as liability insurance, meals, mileage, phone, and computer,

as well as normal office-type expenses, are included within the costs, as the Firm believes that they

are part of providing the Firm’s services. The Firm would expect to be reimbursed for payments made

by the Firm to third parties at the Client’s request or other unanticipated out of pocket expenses,

BUT ONLY IF APPROVED BY THE CLIENT IN ADVANCE. Any work provided by the Firm outside

the eleven (11) months of service between July 1, 2022 through July 31, 2022 will be paid by the

Client at a rate of $20 per hour based on a timesheet (not to exceed 90 hours). This extra time must

be pre-approved by the client in advance.

* **Terms and Conditions**

1. Monthly Costs are due upon receipt of monthly invoice from the Firm,

 Net 30

2. Monthly Costs continue immediately upon execution of this document

This agreement shall continue in full force and effect until terminated by the parties. Either party may

terminate this agreement upon 30 days written notice to the other. In the event of such termination,

the Client agrees to pay any amounts due to the date of termination. If the Client has pre-paid, the

Firm shall refund the unused portion of the amount paid. Any official notice must be addressed and

sent to the individuals listed below.

* Mrs. Robin Showers

5028 Morral Kirkpatrick Road, East

Marion, OH 43302

(740) 360-6549

* Mr. Matthew W. Chrispin

Superintendent

Bucyrus City Schools

170 Plymouth Street

Bucyrus, OH 44820

Agreed to this 19th day of May 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (the “Firm”)

BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bucyrus City Schools (the “Client”)

BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board of Education Meeting Date Approval: May 19, 2022

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