

# **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 Education and Workforce 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 the required duties of the director of preschool school as described by ODEW;
- (b) serve as the districts 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 attended all required workshops and meetings per the requirements of ODEW 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, 2026 through June 30, 2027) of service; (120 hours/month at \$20.00/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, (July 1, 2026 – July 30, 2027) will be paid by the Client at a rate of \$25.00/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, Ohio 43302  
(740)360-6549

Mr. Robert A. Britton, Superintendent  
Bucyrus City Schools  
170 Plymouth Street  
Bucyrus, OH 44820

Agreed to this \_\_\_\_\_ day of June, 2026.

\_\_\_\_\_ (the "Firm")

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

Bucyrus City Schools (the "Client")

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

Board of Education Meeting Date Approval: 6/22/2026.