SAN LEANDRO UNIFIED SCHOOL DISTRICT
# CONTRACTED SERVICES AGREEMENT

INSTRUCTIONS:
1. Submit Contracted Services Agreement to Assistant Superintendent, Educational Services, for Board Approval at least 1 month prior to services.
2. Forms must be completed with all required signatures and have Board approval before the consultant/independent contractor can perform services for the District. (Requests submitted after services are performed will jeopardize payment.)
3. Clearances must be obtained with Human Resources Dept. (if applicable) prior to the start of services. Educational Services will facilitate this with HR once the contract is received.

Requested by/ David Poeschl / [signature] / 11/9/13
(SLUSD) Print Name — Signature — Date

Name of Consultant/Organization: Diablo Behavior Health

4185 Blackhawk Plaza Circle, Suite 210 — Address
Danville — City
CA — State
94506 — Zip

925-648-4800 — Telephone Number
925-648-2530 — Fax Number
sue@behaviorquest.com — Cell # or E-Mail Address

SCOPE OF WORK: Assessing conceptual abilities, executive functioning, auditory/visual processing, attention/concentration, social and emotional functioning, social skills, internalizing/externalizing behaviors, depression, anxiety, coping skills, adaptive skills

LOCATION OF SERVICES: Monroe

DATE(S) OF SERVICE: ASAP - December 2013 - March 2014

ESTIMATED COST: Not to exceed $ 7,000 (and/or hourly) Rate: $350

NAME OF PROGRAM: Special Services Department

BUDGET NUMBER: 010-5809-6500-5750-1180-049-49-240 NPA funds (or ASB funds——)

Administrator/Program Manager Approval:
David Poeschl / [signature] / Date: 11/9/13
Print Name — Signature

Consultant/Contractor:
SUSAN PERRY / [signature] / Date: 11/27/13
Print Name — Signature

Business Manager: Initial: _____ Date: _____ Human Resources: Initial: _____ Date: _____

The Contracted Services Agreement must include the following before going to Purchasing Dept. for processing. Check off and attach all documentation that applies.

___ BOARD APPROVAL DATE: _____
___ Clearances with Human Resources: ( Fingerprinting) (TB)
___ Add as Vendor ___ W-9 Tax Form ___ EDD form (Employment Development Dept.)
___ Copy of Requisition ___ Invoice Attached

*Note: District staff cannot be employed as a consultant/independent contractor.*

Distribution:
___Assistant Superintendent, Educational Services ___Human Resources ___Purchasing Department