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] / 12/4/13
(SLUSD) Print Name — Signature — Date

Name of Consultant/Organization: Carina Grandison

2435 Russell Street — Address
Berkeley — City
CA — State
94705 — Zip

510-704-1820 — Telephone Number
Same — Fax Number
carinagrandison@hotmail.com — Cell # or E-Mail Address

SCOPE OF WORK: A comprehensive IEE assessment which includes a detailed evaluation of the student's current neuro-cognitive abilities and psychological status. The IEE will assist in diagnostic clarification, understanding the student's unique strengths and challenges, identifying psychological/emotional factors, and developing treatment including educational recommendations and anticipatory planning. The evaluation process will consist of clinical appointments, records review, contact with collateral sources, test administration and scoring, data analysis, report writing, classroom and recess observations, and attendance at an IEP meeting to report results and recommendations.

LOCATION OF SERVICES: Garfield

DATE(S) OF SERVICE: ASAP until / 4/30/14

ESTIMATED COST: Not to exceed $5,720.00 (and/or hourly) Rate: ____

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: 12/4/13
Print Name — Signature

Consultant/Contractor: Carina Grandison [signature] /Date: 11/26/2013
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