
BOARD AGENDA ITEM

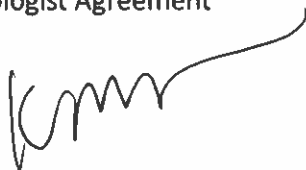
Information/Discussion _____

Future Action _____

Action x

Item: Ingham ISD Shared Audiologist Agreement

Submitted by: Kirsten Myers



Date: September 25, 2026

Recommended by: Mark Higgins

Board Meeting Date: October 19, 2026

RECOMMENDATION:

The renewal of Audiologist Services at Kent ISD in agreement with Ingham ISD

The cost breakdown is as follows:

FY 2027 Kent ISD Audiologist Agreement with Ingham ISD	0.48 FTE	\$53,383
--	----------	----------

BACKGROUND:

Section 1751 of the Revised Michigan School Code of 1976 (MCL 380.1751) provides that a local school district may fulfill its obligation to provide special education programs and services to its resident students by contracting with another local school district or an intermediate school district.

Thus, the Ingham ISD agrees to provide the special education ancillary and/or related services as described herein, on behalf of the local school district for the 2026-2027 school year.



Ingham Intermediate
School District
Student Support Services

LETTER OF UNDERSTANDING

This Agreement is entered into for the 2026-2027 school year, between the Kent ISD Schools (referred to hereafter as local school district), and the Ingham Intermediate School District (referred to hereafter as the Ingham ISD).

Background Information

Section 1751 of the Revised Michigan School Code of 1976 (MCL 380.1751) provides that a local school district may fulfill its obligation to provide special education programs and services to its resident students by contracting with another local school district or an intermediate school district. Each program or service contracted for shall be in compliance with the Ingham ISD Special Education Plan, the Revised Michigan School Code Act 451 of 1976 as amended, related Federal legislation and state administrative rules. Thus, the Ingham ISD agrees to provide the special education ancillary and/or related services as described herein, on behalf of the local school district for the 2026-2027 school year.

The local school district agrees to reimburse the Ingham ISD for these services for the period of this Agreement using the current tuition billback formula. Itinerant staff are billed back based on the average cost per 1.0 FTE for a given job category (i.e. SSW, Psych). The average cost is determined by adding all revised budget costs for salaries, benefits, instructional equipment, and contracted services for a category plus an 8.5% indirect cost rate. The indirect rate covers such things as long-term subs, teaching supplies, operations and maintenance. Any state aid revenue that the ISD receives for employing these staff is deducted. This net amount is divided by the total number of FTE assigned to the category and the resulting total would be the cost per 1.0 FTE. Districts are billed back based upon the amount of FTE assigned to their district multiplied by the cost per 1.0 FTE in a given job category.

Ingham ISD Services Rendered (projected as of June 2026)

<u>Service</u>	<u>Staff Assigned</u>	<u>FTE</u>	<u>Projected Cost*</u>
Audiologist		.48	53,382

Totals

.48

53,382

*Costs are estimates

NOW THEREFORE, in consideration of payments by the local school district as described in this agreement and of the covenants contained in this Agreement, the Ingham ISD and local school district agree as follows:

1. Ingham ISD Obligations: The Ingham ISD shall:

- a. Employ qualified personnel to render the services identified and provide appropriate salary and benefits articulated within the Ingham Intermediate Professional Staff Association and the Ingham ISD Master Agreement.
- b. Reserve the right to designate which of its employees shall be assigned to perform educational services under this Agreement.
- c. Entitle staff to all rights under the Tenure Act and allow them to accrue contractual rights created with the Ingham Intermediate Professional Staff Association and Ingham ISD Master Agreement.
- d. Provide the local district with periodic tuition billback claims seeking remuneration for the cost of services identified herein.
- e. Not change or add to the services agreed upon herein without the approval of an appropriate local school district designee. Service FTE changes/adjustments, less than a .05, based on actual FTE provided to the local district will not result in notification to the local district nor require approval from the local district.

2. Local School District Obligations: The local school district shall:

- a. Reimburse the Ingham ISD for services identified herein during the period of this Agreement.
- b. Notify Ingham ISD by the last Friday in February -if the local district will NOT continue contracting for any special education ancillary and/or related services for the forthcoming school year.***

Notify Ingham ISD by the first Friday in April of their needs for special education ancillary and/or related services for the forthcoming school year.

- c. Provide Ingham ISD personnel with appropriate designated workspace for the delivery of services within local school district buildings as assigned.
- d. Notify the assigned Ingham ISD staff if they are not providing contracted services that meet the service delivery expectations as identified.

3. Mutual Agreements

- a. **Purpose.** This Agreement is being entered into for the purpose of providing required special education ancillary and/or related services to local school district students.
- b. **Professional Standard.** All Ingham ISD staff shall perform their duties at an acceptable standard that ensure success for students. If an Ingham ISD staff member fails to perform at this standard he/she subjects him/herself to a program of improvement, removal from the local district, and /or discipline up to and including discharge. The Ingham ISD staff is entitled to the following due process before any of the above can take place:
 - 1. Timely notice of the action and/or misfeasance that the local school district believes falls below the quality of performance necessary to ensure student success.
 - 2. Explanation and examples of such action or misfeasance the local school district believes violates the standard expected.
 - 3. An opportunity to be heard and give his/her side of the story before any action is taken (by themselves or with a union representative and/or with their Ingham ISD supervisor)
 - 4. Completion of an investigation by their supervisor.

Once the above four steps have been met and the local school district and Ingham ISD believe the actions/misfeasance warrant it, remedial action will take place. The Ingham ISD supervisor will work directly with the staff members to remedy the outlined deficiencies or take other such actions necessitated by the staff member's action or misfeasance.

- c. Issue Resolution. The Ingham ISD and local school district agree to work together to resolve any service provision concerns.
- d. Entire Agreement Amendment. This Agreement constitutes the entire understanding between parties and supersedes any prior or concurrent Agreement, oral or written, of the Ingham ISD and the local school district concerning its subject matter. Any modification to this Agreement shall be effective only if in writing and signed by both parties.
- e. Compliance with Law. The Ingham ISD and local school district agree they will comply with all Federal, State and local laws applicable to them in the performance of this Agreement.
- f. Headings. The headings used in this Agreement are for reference purposes only and shall not be considered a substantive part of this Agreement.
- g. Agreement Term. The term of this agreement commences on the third Monday of August and continues through the first Friday of June, at which time this Agreement shall need to be renewed.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first above written.

**

**On Behalf of the
District**

Date: 9/14/2026

Support Services

Date: 9/14/2026

Ingham Intermediate School



Crystal Cutler
Assistant Superintendent, Student



Rebecca Hills
Assistant Superintendent, Finance and Business

On Behalf of the

Date: 9/20/2026

Date: 9/21/2026

Schools



Special Education Administrator



Business Official