AGREEMENT TO PROVIDE SERVICES IN
ST. CROIX PREPARATORY ACADEMY

This agreement is made and entered into by and between the St. Croix Preparatory Academy ("SCPA" or "School District") and **Youth Service Bureau, Inc.** ("Contractor"), on the 12th day of October, 2026 for the period from July 1, 2026 to June 30, 2027 for the purpose of providing **Crisis Response** and related support services to students and staff at **St. Croix Preparatory Academy**.

WEAREAS, "Contractor" is a nonprofit organization, committed to assisting students experiencing emotional and behavioral issues and providing crisis support related services to children, families and individuals and provides crisis support counseling services in the SCPA area and

WHEREAS, "School District" is willing and has the authority to enter into an Agreement to provide physical space and support for "Contractor" to provide services to students enrolled in SCPA

NOW THEREFORE IT IS AGREED BY AND BETWEEN THE "SCHOOL DISTRICT" AND "CONTRACTOR" AS FOLLOWS:

I. Contractor's Obligations

A. Contractor shall send a team of qualified staff to provide support and direct services to students and staff in response to an unexpected death or similar crisis situation, upon request by identified key school leadership.
B. SCPA students between the ages of five and eighteen (or older if still in high school) will be eligible for these emergency services.
C. Contractor shall be available and onsite at the start of the school day, or when requested, and remain until after the school day ends.
D. Contractor shall provide crisis support services as needed to administration, faculty, other school personnel, students and/or student families.
E. Contractor shall cancel existing appointments and obligations, to the degree possible, to facilitate the immediate crisis response services.

II. School District Obligations

A. The School District shall provide a private and confidential space for the provision of crisis response services in the SCPA.
B. The School District may authorize a school building Administrator, or that person's authorized designee, to request the 'Contractor' to send a qualified team of staff to their school.
C. The individuals to provide support services for Contractor staff delivering crisis response services may include School District volunteers and the following District employees: Assistant Principals, secretarial staff or counselors, who shall be hired, assigned directed, supervised, evaluated, compensated, disciplined or terminated by the School District.
D. This agreement shall not be construed to give rise to any employment relationship between Contractor nor any School District employee assigned by the School District to work in support of this partnership.

III. Cost of Delivery of Purchased Services

The total amount to be paid to the Contractor for services purchased under this agreement shall be $2,500 per full day. For these services the SCPA agrees to pay Contractor's invoice to the SCPA for each full day Crisis Response service requested in which YSB sends multiple staff.

IV. Evaluation, Reporting and Information Requirements

The Contractor agrees to reasonable evaluations of its programs, employees and volunteers and to make available for review by the School District if so requested. The Contractor agrees to comply with all reporting requirements as assigned by law, rule, or contract by the State of Minnesota and Washington County. The Contractor further agrees to abide by all laws and rules regarding confidentiality and data practices. The Contractor agrees to provide necessary information allowed by law and deemed necessary by the District on referred cases.

V. Property Ownership

Any property or equipment purchased by the School District for use by Contractor's staff shall remain the property of the School District and shall be returned to the School District upon termination of this agreement or the dissolution of Contractor.

VI. Data Practices

Nothing in this agreement shall be construed to be contrary to Minnesota Statutes, Chapter 13, the Minnesota Government Data Practices Act ("MGDPA"), and in particular, Minn. Stat. § 13.32, and the Federal Educational Rights and Privacy Act, 20 U.S.C. § 1232g ("FERPA") regarding the creation and maintenance of educational records. It is understood and agreed by the parties to this agreement that Contractor shall collect, receive, store, use, maintain or disseminate records relating to the services provided in Stillwater Area Public Schools and the District shall not have access to those records. To the extent this contract obligates and authorizes Contractor to perform any of the functions which the District performs, all ;of the data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing those functions subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and contractor must comply with those requirements as if it were a government entity. The remedies in Minn. Stat. § 13.08 also apply to the Contractor.

VII. Record Disclosures/Monitoring

Pursuant to Minn. Stat. § 16C.05, Subd. 5, the Contractor agrees that the District, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures of the Contractor and involve transactions

relating to this agreement. The Contractor agrees to maintain these records for a period of three years from the date of termination of this agreement.

VIII. Indemnification

The Contractor agrees to indemnify, defend, and hold harmless the School District, its officers, employees, and agents for all claims arising out of the Contractor's activities related to the services provided under this agreement up to the liability limits set forth in Minn. Stat. § 466.04. The School District will indemnify the Contractor for and against liability up to the liability limits set forth in Minn. Stat. § 446.04. No other provision of this agreement shall serve to limit in any way the obligations of the Contractor to indemnify and defend the School District under this clause.

IX. Insurance Requirements

The Contractor agrees that in order to protect itself, as well as the School District, from claims arising out of Contractor's activities under this agreement, it will at all times during the term of this agreement keep in force policies of insurance providing the following liabilities: professional liability insurance policy in the minimum amount of Four Hundred Thousand Dollars ($400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (1,200,000) bodily injury per occurrence; comprehensive general liability insurance policy in the minimum amount of Four Hundred Thousand Dollars ($400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (1,200,000) bodily injury per occurrence; One Million Dollars (1,000,000) property damage; automobile insurance, including non-owned and hired autos, in the minimum amount of Four Hundred Thousand Dollars ($400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (1,200,000) bodily injury per occurrence; and One Million (1,000,000) property damage. The Contractor further agrees to maintain Workers Compensation insurance in the statutory amounts. Certificates of insurance showing coverage listed herein shall be provided to the School District prior to the effective date of this contract.

X. Term

This agreement shall commence on the date indicated below and shall remain in effect through June 30, 2027 unless Contractor and School District mutually agree to terminate or cancel the Agreement prior to that date by 60 days written notice. Services delivered will be paid for. Written notices under this agreement shall be sent to:

For the School District:

Peggy Rosell
Director of Student Services
St. Croix Preparatory Academy
4260 Stagecoach Trail No.
Stillwater, Minnesota 55082
prosell@stcroixprep.org

For The Contractor:

Michael Huntley, M.A., LP
Executive Director
Youth Service Bureau, Inc.
6120 Oren Ave. No.
Stillwater, MN 55082
Mike.huntley@ysb.net

XI. Nondiscrimination

During the performance of this agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable Federal and State Laws against discrimination.

XII. Independent Contractor

Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the School District. No tenure or any rights or benefits, including Workers Compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to School District employees shall accrue to the Contractor or employees of the Contractor performing services under this agreement.

XIII. Renewal

The parties to this agreement may renew this agreement in two-year increments by executing a written renewal agreement at least sixty (60) days prior to the expiration of the agreement or any subsequent renewal period, subject to the same terms and conditions of this agreement.

XIV. Assignment

Neither party to this agreement shall assign, delegate, or transfer any rights or obligations under this agreement without the prior written consent of the other party.

XV. Dissolution of Contractor

In the event the Contractor dissolves or ceases to operate or function or ceases to provide crisis support counselor services in SCPA, the School District shall have no responsibility for continuing to provide support for Contractor or its employees, nor shall it have any responsibility for any obligations assumed by or agreements entered into by Contractor.

XVI. Conditions of the Parties' Obligation

This agreement may be cancelled by either party at any time, with, or without cause, upon 30 days' notice, in writing, delivered by mail, or in person. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this agreement.

XVII. Compliance with Law

The Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules and regulations now in effect or hereafter adopted insofar as they relate to the Contractor's performance of the provisions of this agreement.

XVIII. Firearms

Unless specifically required by the terms of this agreement, no provider of services pursuant to this contract, including, but not limited to, employees, agents, or subcontractors of the Contractor shall carry or possess a firearm on School District premises. Violation of this provision shall be considered a substantial breach of the agreement. Violation of this provision is grounds for immediate suspension or termination of this contract, without notice, pursuant to Section 12.

XIX. Savings Clause

If any section of this agreement is found to be invalid or not enforceable, the remainder of the agreement will remain in force and binding.

XX. Governing Law

The laws of Minnesota shall govern the interpretation and prosecution of this agreement.

XXI. Notices

If any official correspondence concerning this agreement needs to be communicated to the other party, the following shall be deemed the effective addresses:

As to the SCPA:	St. Croix Preparatory Academy 4260 Stagecoach Trail N. Stillwater, MN 55082
As to Youth Service Bureau:	Youth Service Bureau, Inc. 6120 Oren Ave. No. Stillwater, MN 55082

XXII. Amendments

This agreement may only be amended in writing by the mutual agreement of the parties.

Entire Agreement

Attachments and References – The Contractor agrees to provide the enumerated services in Exhibit A, which is attached and incorporated herein by reference.

IN WITNESS WHEREOF, St. Croix Preparatory Academy and Youth Service Bureau, Inc. have executed this agreement this _____ day of _____, 2026.

St. Croix Preparatory Academy

_____ Date: _____
Director of Student Services

_____ Date: _____
Dir. of Finance and Operations

Youth Service Bureau, Inc.

Michael Huntley Date: 10-12-2026
Executive Director

Contact Information

Contact Person:	Michael Huntley, Executive Director
Address:	Youth Service Bureau, Inc. 6120 Oren Ave. No. Stillwater, MN 55082
Phone:	651-439-8800
E-Mail:	mike.huntley@ysb.net
Web Address:	www.ysb.net

To activate a Crisis Response service, SCPA must contact at least one of these:

Kay Schwebach is the Lead Therapist at YSB, and can be reached at kay.schwebach@ysb.net or at 651-336-0005
Chaunte Teehan, family therapist, can be reached at chaunte.teehan@ysb.net or at 651-315-4267
Mike Huntley, Executive Director, can be reached at mike.huntley@ysb.net or at 651-247-2048 These are private cell phones and those numbers are shared only to SCPA Leadership. Please call rather than text.