

Sternau & Associates

11 South 12th Street
Minneapolis, MN 55403
612·338·5267

May 22, 2024

Superintendent-Hastings Public Schools
School District # 200
1000 West 11th St.
Hastings, MN, 55033

Dear Dr. Tamara Champa Superintendent-Hastings Public Schools

The following is intended to set forth an understanding of services to be provided School District #200, Hastings, Minnesota (the "District"), by Sternau & Associates (S&A) including their sub-contractors for the twelve-month period commencing September 1, 2024 and ending August 31, 2025.

Client Services

S&A will provide to all Employees and their immediate families of the District (the "Client"), a personal consultation and referral service with regard to personal, social, and other human service. To assist the clients in identifying both the problem(s) and the resource(s), both public and private, existing within the community, which provide services and/ or facilities to deal with the problem(s). S&A shall aid the clients in understanding differences among the service providers, such as location, cost, waiting lists, and eligibility for third party reimbursement. Selection of and contact with service provider shall be the responsibility of the client(s), for the experience of working with the service provider in order that the client(s) utilize the services in a productive way. Any counseling services over and above the assessment and referral become the financial responsibility of the individual.

S&A shall be Business Associates of the Hastings School District with regard to the Student Assistance Programs confidentiality policy.

S&A shall provide telephone consultation service between the hours of 8:00AM and 5:00PM, Monday through Friday, at Sternau & Associates facilities at 11 South 12th Street, phone (612) 338-5267. These phones are answered 24 hours per day for emergency purposes. While clients may be encouraged to attend a meeting at S&A offices, arrangements shall be made to accommodate the client(s).

If, in the opinion of the S&A evaluator, circumstances warrant, the consultant may refer the client(s) for a second opinion. Charges for such opinion shall be the responsibility of the individual(s)

Additional Services:

S&A shall provide technical assistance to the District in the form of ongoing consultation relative to the operation and utilization of the client services provided hereunder, including training of the appropriate district personnel.

S&A shall be available to the District for technical assistance and consultation with respect to evaluation of the effectiveness of the client services to District employees to be provided by S&A hereunder. Toward that end, the District shall provide S&A with such data (or access thereto) as shall be selected by the District to assist S&A in making its evaluation. Such data may include, but shall not be limited to absenteeism, turnover, accidents, indemnity benefits and medical costs. All such information shall be held in complete confidence by S&A and shall be used only in conjunction with such evaluation.

S&A Shall provide the District with statistical report(s) demonstration utilization on a biannual basis. Such reports shall contain no names or other identifying information with respect to client(s), their families, or significant others.

S&A shall maintain client files for two years period of time on all clients from the District,

S&A shall provide a certificate of professional liability insurance before the terms of this contract will be executed.

Services provided by the district:

The District shall encourage use of S&A's client services through periodic mailings or by emails to District employees and their families , the cost of which will be borne by the District.

Confidentiality:

In all consultation between S&A and the District, no names or other identifying characteristics of any client to whom services are provided hereunder shall be revealed to the District unless the client gives written permission. Therefore, the District shall not seek such information without providing S&A with such written permission form from the client. All client information shall be held in the strictest confidence by S&A.

Fees and Expenses payable to S&A:

Fees for S&A's services hereunder shall be computed as follows:

a. for all client evaluations and referrals as described in Paragraph A-1 above, in excess of three in any calendar month, \$90 per consultation. Additional visits will be the client's responsibility.

b. for all Client or District staff consultation, training, orientation, reports, evaluations or other services provided personally, other than those described in paragraph A-1 above, \$90 per hour per consultation.

c. Phone Consultation are to be billed at a rate of \$45. per hour.

d. Charges shall be billed and payable on a monthly basis.

Termination during contract period:

This contract may be terminated by either party with thirty days written notice to the other.

On the anniversary date, August 31, 2025, the fee schedule outlined in this contract will be reviewed and updated according to current fee schedules. Please, indicate your agreement with the provisions set forth above by signing the enclosed copy of this letter and returning it to Sternau & Associates at the above address.

Very truly yours,



Rene Sternau, Licensed Psychologist
Licensed Marriage and Family Therapist
Sternau & Associates

Date 5-22-24

The undersigned is in agreement with the foregoing

Dr. Tamara Champa
Superintendent Hastings School District #200

Date