

This AGREEMENT, made on the 12 day of August 2025 by and between **Keystone Interpreting Solutions**, Party of the First Part, and **Foley School District** Party of the Second Part.

WITNESSETH:

- A. Keystone Interpreting Solutions shall provide American Sign Language Interpreting as requested by **Foley School District** for the period beginning once the contract is signed and returned. The contract will be valid for 2 years and may be renewed automatically upon agreement of both parties. Keystone Interpreting Solutions reserves the right to adjust rates for any subsequent contract renewal.
- B. Keystone Interpreting Solutions agrees to provide interpreters who will abide by all the rules of personal conduct set forth in the Code of Professional Conduct as defined by the Registry of Interpreters for the Deaf.
- C. Keystone Interpreting Solutions shall provide only interpreters who are appropriately qualified and insured, have passed a third-party background check, meet wellness documentation requirements (e.g., TB testing, proof of required vaccination and immunization, HIPAA training, etc.) and have completed **Foley School District** orientation. **Foley School District** has the right to perform random audits for continued verification, allowing seven (7) business days' lead time for Keystone Interpreting Solutions to provide the requested information.
- D. It is agreed by and between the parties in providing such services, the interpreter provided by Keystone Interpreting Solutions shall be required to use his/her best judgment thereon, as is normally required of an Independent Contractor, and that such interpreter is not in the status of an employee of **Foley School District**.
- E. This contract indicates that Keystone Interpreting Solutions, from this day forward, will be the primary agency for interpreting purposes at **Foley School District** unless Keystone Interpreting Solutions is unable at that time to provide services or the parties mutually agree to terminate this contract.
- F. On-site rates are listed in Appendix A. Keystone Interpreting Solutions agrees to make a good faith attempt to respond to all interpreting requests. However, Keystone Interpreting Solutions does not guarantee availability of interpreters and will notify **Foley School District** if Keystone Interpreting Solutions is unable to provide requested services.
- G. Keystone Interpreting Solutions reserves the right to assign a team of interpreters and/or deaf interpreter(s) (DI) when deemed appropriate for effective communication. Requests are considered on a case by case basis to determine if a team is the most appropriate solution for the communication needs.
 - a. **Team Interpreting:** The decision to utilize team interpreting involves ethical decision making and consideration of a variety of variables. These variables can impact effective communication as well as result in repetitive strain injury to the interpreter. An interpreter shall not be compelled to interpret alone if the request for a team is denied.
 - b. **Deaf Interpreter:** We utilize Deaf Interpreters (DI) to improve the accessibility to communication for many individuals with various language needs. As a Deaf

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person, the DI possesses a distinct set of formative linguistic, cultural, and life experiences that enables nuanced comprehension and interaction in a wide range of visual language and communication forms influenced by region, culture, age, literacy, education, class, and physical, cognitive, and mental health.

- H. Video interpreting rates are listed in Appendix A.
- a. Video conferencing software and technical support are available to any **Foley School District** facility at no cost. Keystone Interpreting Solutions' IT team will guide **Foley School District** personnel through installation, setup and test calls, and ongoing maintenance as is reasonably necessary for the duration of the contract period.
- I. For scheduled video interpreting, Keystone Interpreting Solutions will make every effort to use local interpreters (e.g., Minnesota, North Dakota, South Dakota). For emergency video interpreting requests, Keystone Interpreting Solutions will locate the first available interpreter and make every effort to provide service within thirty (30) minutes.
- J. Keystone Interpreting Solutions agrees to make a good faith attempt to respond to all interpreting requests. However, Keystone Interpreting Solutions does not guarantee availability of interpreters and will notify **Foley School District** if Keystone Interpreting Solutions is unable to provide requested services.
- K. Keystone Interpreting Solutions will submit an itemized billing statement to be paid upon receipt by **Foley School District**. **Foley School District** agrees to be responsible for all services provided under the profile(s) submitted by Keystone Interpreting Solutions in connection with the use of the services hereunder.
- L. Neither party shall use the other's name, sign or likeness for advertising and/or promotional purposes without the other's written approval prior to publication or other dissemination.
- M. Keystone Interpreting Solutions shall undertake to provide interpreting services of the quality and nature sufficient for the given situation. Keystone Interpreting Solutions does not, however, warrant that the services and interpreting are free from potential error, or that inadvertent mistakes in interpreting will not occur. Keystone Interpreting Solutions, to the fullest extent permitted by law, disclaims all warranties, and makes no warranties about the accuracy, reliability, completeness, or timeliness of the content of communications interpreted.
- N. **Foley School District** agrees to indemnify and hold Keystone Interpreting Solutions or any interpreter providing services on its behalf harmless from any damages and claims whatsoever (including, without limitation, incidental and consequential damages, lost profits, or damages resulting from inaccuracies or omissions in communications interpreted) resulting from the good faith provision of interpreting, whether based on warranty, contract, tort, or any other legal theory.
- O. Keystone Interpreting Solutions shall purchase and maintain insurance coverage as follows:
- a. Workers' Compensation and Employer's Liability
- b. Commercial General Liability (including Premises, Operations, Independent

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Contractors Protective, Products and Completed Operations, Broad Form Property Damage:

- i. General Aggregate \$2,000,000
- ii. Each Occurrence \$1,000,000
- iii. Excess Liability – Umbrella \$2,000,000

P. **Direct Contracting Policy:** (Foley School District may not contract with the interpreter(s) directly unless written consent is given by co-owner(s), Jimmy Beldon or Patricia McCutcheon.

Q. **Confidentiality Agreement:** By signing below, you and your Agency agree not to disclose information to any outside party regarding the details within this contract without prior written consent by co-owner(s), Jimmy Beldon or Patricia McCutcheon.

R. **Termination:** Either party may terminate this contract by providing thirty (30) days written advance notice. Services requested or provided after the expiration of the Term shall be governed by the above terms unless otherwise agreed by the parties.

Print Name of Authorized Representative KIS

Print Title

Authorized Representative Signature
Keystone Interpreting Solutions

Date

Daniel Posthumus

Print Name of Authorized Representative
Foley School District

Superintendent

Print Title

Daniel W. Posthumus

Authorized Representative
Foley School District

8-22-25

Date

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1799 Hillcrest Ave. St. Paul, MN 55116 | (651)-454-7275 | Contract@kisasl.com

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Keystone Interpreting Solutions Greater Minnesota Rate Sheet

On-Site Interpreting Requests

(PER INTERPRETER)	M-F 8am-5pm	M-F 5pm-8am / Sat-Sun + Holidays
General	\$69.85	\$75.90
General Deaf Interpreter	\$69.85	\$75.90
Medical	\$82.50	\$86.90
Medical Deaf Interpreter	\$82.50	\$86.90
Legal	\$94.60	\$104.10
Legal Deaf Interpreter	\$94.60	\$104.10

Note: Minimum duration of 2 hours. Billed at 30-minute increments after 2 hours. Two (48 hours) Business Day Cancellation Policy. Additional Fees: Travel time may be added on if the interpreter needs to travel further than 25 miles. Less than 24 hours notice for a job request - Short Notice Assignment Protocol \$40.00 fee will be added on. There will be a 10% differential fee added for any DeafBlind assignment.

On-Site Team Interpreting Requests

(PER TEAM OF 2)	M-F 8am-5pm	M-F 5pm-8am / Sat-Sun + Holidays
General Team	\$139.70	\$151.80
General Team with Deaf Interpreter	\$139.70	\$151.80
Medical Team	\$165.00	\$173.80
Medical Team with Deaf Interpreter	\$165.00	\$173.80
Legal Team	\$189.20	\$208.20
Legal Team with Deaf Interpreter	\$189.20	\$208.20

Note: Minimum duration of 2 hours. Billed at 30-minute increments after 2 hours. Two (48 hours) Business Day Cancellation Policy. Additional Fees: Travel time may be added on if the interpreter needs to travel further than 25 miles. Less than 24 hours notice for a job request - Short Notice Assignment Protocol \$40.00 fee will be added on. There will be a 10% differential fee added for any DeafBlind assignment.

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Video Remote Interpreting Requests (VRI)

(PER INTERPRETER)	M-F 8am-5pm	M-F 5pm-8am / Sat-Sun + Holidays
VRI-General		
First 60 Minutes	\$160.00	\$231.00
15 Mins Increments	\$33.00	\$49.50
VRI-Legal & Medical		
First 60 Minutes	\$220.00	\$275.00
15 Mins Increments	\$44.00	\$55.00

Note: Minimum duration of 60 minutes. Billed at 15-minute increments. Two (48 hours) Business Day Cancellation Notice.

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