

FY 2025-2026 Occupational Therapy Services Contract

This contract is entered into on the _____ day of February 2025 between the Annette Island School District (District) and Omaha Occupational and Speech Therapy Services (Contractor).

Services to be provided:

- Diagnostic Assessments
- Comprehensive Assessment Reports
- Student Occupational Therapist Recommendations
- Potential Treatment/IEP Goals for team to consider
- Direct and consult/collaborative based intervention practices
- Consultation with and training of teachers and paraprofessional staff
- Monitoring of student progress
- Participation in team meetings (to be determined)
- Site visits quarterly, quarterly and annual progress reports

Duration of Agreement: August 15, 2025 - June 15, 2026

Contractor Payment Schedule:

\$875 daily onsite rate (5 days; 3 onsite trips; 15 days) including inclement weather days where travel is hindered

\$500 per day for paperwork (2 per onsite visit)

\$425 per day for travel days at (2 per onsite visit)

\$1600 hotel/travel expenses per on-site trip, 3 trips

\$95 an hour for virtual services

The District will provide round trip airfare between the current destination and Annette Island, AK. The District will provide lodging within the district and to and from destination as needed based on flight/ferry times.

Contractor Services:

Occupational Therapist reports will be sent to the district office to the Director of Special Education, within fourteen (14) days after each site visit.

a. During each site visit, Occupational Therapists will meet with the teachers, special education teachers (when available) and paraprofessionals, to discuss progress and to provide recommendations between site visits.

b. If the student is not available during the visit the occupational therapist report will indicate the students' absence and that meeting was held to discuss the student's progress and provide recommendations to follow until the occupational therapist's next scheduled visit.

- c. Student referrals will follow district and state guidelines. No evaluation will be done by occupational therapist unless a signed permission/consent for evaluation is on file or onsite. If a concern arises regarding a students' need for an evaluation, the occupational therapist will consult/discuss the need with the Director of Special Education.
- d. Contractor will submit an invoice at the end of each site visit after reports are completed. Invoice will be paid within 7 business days.
- e. Additional days or visits can be added if mutually agreed upon by the Director of Special Education and Cailin Silcox, Omaha Occupational and Speech Therapy, for additional compensation at rates so stated in the contract.

General considerations:

This agreement may be terminated by either party if provided with an advanced written notice of at least 90 days.

In case of school closure, the contractor will provide appropriate services (i.e. consultation, telex, email communications, therapy packets) to fulfill contractual obligations. Contract will be paid out as if school was in session.

In case of termination, the Contractor shall receive fair value for services performed to the date of termination.

The Contractor understands that she has independent status and shall not act as an officer, employee, or agent of the Annette Island School District. The Contractor may act in this capacity only if and when it is expressly written to this agreement.

Equal Employment Opportunity: the Contractor and the District agree to abide by any quote equal employment opportunity quote state or federal laws, which may apply to this agreement.

The Contractor agrees to provide a current certificate in business license that fulfills Alaska state requirements and regulations regarding providing services as an Occupational Therapist to Annette Island School District.

Travel arrangements:

The school will coordinate with contractors all travel reservations from the current destination to Annette Island School District, Director of Special Education, and will email the day, time, and confirmation for each flight.

The conditions of this service contract were agreed to by Cailin Silcox, MS, OTR/L; Omaha Occupational and Speech Therapy and Annette Island School District. Any changes must be in writing and signed by both parties.

Cailin Silcox., MS, OTR/L Date
Omaha Occupational and Speech Therapy-Owner
Occupational Therapist

Director of Special Education Date
Annette Island School District

Superintendent Date
Annette Island School District

Board President Date
Annette Island School District

Approximately 15 on-site days at \$875 per day	\$13,125
Approximately 6 travel days at \$425 per day	\$2550
Estimated Airfare/lodging at \$1,600 at 3 trips	\$4800
Virtual direct OT service for approximately- 30 school calendar weeks estimated 10 hours a week @ \$95/hour opt/district discretion	\$28,500
Approximately 8 paperwork days at \$500/day for onsite visit	\$4000.00
Maximum cost	\$52,975