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**CALALLEN INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES AGENDA ITEM**

**MEETING DATE:** June 8, 2026

**AGENDA ITEM TITLE:** Consider approval of Occupational Therapy Service contract on “as needed” basis

**PRESENTER:** Kelsey Ramos, Assistant Superintendent of Finance & Operations

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|--|---------------------------------------|--|
| <input type="checkbox"/> Presentation/Communications | <input type="checkbox"/> Consent      | <input checked="" type="checkbox"/> Action |
| <input type="checkbox"/> Informational Report        | <input type="checkbox"/> Old Business | <input type="checkbox"/> Discussion Only   |

**SUMMARY:** To meet the special needs of a segment of the student population at Calallen ISD, it is necessary for the District to retain the services of occupational therapists. These services will improve the student’s fine motor skills and provide needed additional support to enhance their educational experience. The amount of training, certifications, and licensing required to deliver these services, prohibits their delivery by a staff instructor. The engagement of a reputable firm with a proven track record of occupational therapeutic service delivery will be required.

On May 15, 2026, Administration released the RFP for Occupation Therapy Services. The District solicited five vendors, received three responses. The responses were graded and scored based upon established evaluation criteria and deemed responsive to the needs of the District. The proposal from Helping Hands Pediatric Rehabilitation Services, PLLC was top ranked as the most highly qualified provider and deemed best value to the needs of the District.

**DISTRICT PRIORITIES:**

PRIORITY 1: Building and Sustaining a Culture of Performance and Preparedness for Life Beyond High School	1.1 Academic Growth and Achievement
PRIORITY 2: Building and Sustaining a Culture of Faculty and Staff Commitment	N/A
PRIORITY 3: Increasing Community Engagement and Commitment	N/A
PRIORITY 4: Ensuring Effective and Efficient Operations	N/A

**RECOMMENDATION:** Administration recommends the board approval of a one-year Occupation Therapy Service contract with Helping Hands Pediatric Rehabilitation Services, PLLC in an amount not to exceed \$100,000 on “as needed” basis

**MOTION LANGUAGE:**  No specific language required.

**FUNDING SOURCE AND FINANCIAL IMPACT:**  Not Applicable

Funding Source: General Operating Budget	Financial Impact: \$100,000.00
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