



## SPEECH-LANGUAGE PATHOLOGIST PROVIDER SCHOOL SERVICE AGREEMENT

THIS AGREEMENT is made this 12th day of August 2025 by and between Michelle Lynn Therapy, PLC (DBA Fun First Therapy), a Michigan Professional Limited Liability Company (the “Provider”), and Coor Intermediate School of 11051 N Cut Rd, Roscommon, MI 48653 (the “School”).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties herein agree as follows:

1. TERM. The Term of this agreement shall commence on August 12, 2025, and end on June 30, 2026, unless renewed.

2. PURPOSE. The Provider shall supply speech-language pathologist(s) (the “Therapist” or “Therapists”) to the School. The Provider shall supply one or more Therapists to cover the following Location(s):

- A. Mio: up to 25 hours/week
- B. Fairview: up to 40 hours/week
- C. Early On Fairview/Mio: up to 8 hours/week

All hours will be based on the School academic calendar. The Provider shall have discretion as to how many Therapists to provide to fulfill the obligations outlined in this Section. The Therapist shall perform his/her duties and responsibilities as a speech therapist for the School, in accordance with the terms of this agreement.

3. HIRING/FIRING. The Provider shall have full discretion as to decisions regarding hiring and firing of Therapists. The School may request that the Provider replace a Therapist, with or without cause, with forty-five (45) days advance notice. The School shall give the Provider a minimum of forty-five (45) days to find and provide a replacement Therapist(s).

4. ESSENTIAL FUNCTIONS OF THERAPIST. All Therapists shall provide the following services to the School:

- a. Participate as a member and team coordinator when necessary for MET (Multidisciplinary Evaluation Team) and/or IEPT (Individualized Education Program Team) when designated by the administrator/Designee.
- b. Develop activities and provide direct instruction that aligns with goals and objectives as stated in the student’s IEP (Individualized Education Program).
- c. Monitor the progress of each student on caseload and follow progress reporting requirements as written in each student’s IEP.

- d. Complete monthly Medicaid documentation for qualifying students required by the School, if necessary.
  - e. Update student documents as deemed necessary and as required by the law.
  - f. Maintained updated calendar or schedule with building principal and team members.
  - g. Communicate with all parents, staff, administrators, and outside agencies involved with each student on caseload.
  - h. Provide professional consultation and collaborate with classroom teachers to ensure the best possible outcomes for student success in the classroom setting as deemed necessary based on the IEPT's judgment.
  - i. Participate in school improvement activities such as student success teams, positive behavior support committees, etc. when designated by the administrator.
  - j. Follow school building rules and procedures as outlined in the school handbook.
  - k. Follow all health and safety standards and practices established by school building(s).
5. **EXPERTISE/QUALIFICATIONS.** The Provider agrees that all Therapists shall possess the following qualifications:
- a. Currently certified, or eligible by the date of hire for certification, by the State of Michigan, Department of Education, Office of Professional Preparation & Certification.
  - b. Services as a teacher of students with speech and language impairment; OR possessing a Master's degree and the Certificate of Clinical Competence (CCC) or an Applicant in Speech during his or her Clinical Fellowship Year (CFY) from the American Speech-Language-Hearing Association (ASHA).
  - c. The Provider will be responsible for the CFY supervision of all Therapists working during the CFY period.
6. **REPORTING.** The Provider and the Therapists shall report to the District Designee and/or Director of Special Education.
7. **EQUIPMENT.** The School shall provide access to the following equipment: Assistive technology and communication devices, Computer, Printer, Copier, and Fax Machine. If the tele-therapy service delivery model is being used, a computer, webcam, headphones, and a strong connection to the internet will be required. If a strong connection is not maintained, a direct ethernet connection may be requested.
8. **SPACE.** The School shall provide a space that is deemed appropriate by the School and Provider. This may mean a separate space from the general classroom environment based on student needs.
9. **SUPPORT STAFF.** The School shall provide a support staff person (i.e. paraprofessional, instructional aid, etc.) for all students.

10. MATERIALS. Evaluation materials will be approved by the School and the Provider. Evaluation tools will be supplied by the School unless determined otherwise with the approval of the School and Provider.

11. COMPENSATION.

- a. For the performance of the agreed-upon services by the Therapist(s), the following Schools shall pay The Provider \$92.00 per hour (up to 73 hours per week based upon the School academic calendar). The amount paid to the Provider will be based on the hourly rate and determined based on timesheets with daily professional activity logs submitted to the Director of Special Education by the Provider bi-weekly.
- b. Bi-weekly meetings that occur between The Provider's School Relations Specialist and the Therapist(s) and/or school personnel will be billed.
- c. Up to two hours per week per school will be billed at \$92.00 per hour based on work completed by The Provider's School Relations Specialist. These hours will include bi-weekly meetings, check-in's with the School administrators, staff, coordination of services, etc.
- d. Additional hours will require approval by the Special Education Director of COOR Intermediate School. If additional hours are determined to be necessary for the remainder of the contract, based on workload and/or caseload increase, a new contract will be drafted and signed. The School shall pay all costs of attending conferences or professional developments that are considered part of the Speech Language Pathologist, part-time position and led, organized, and/or approved by the School. Costs for professional development and conferences attended may be considered additional hours if necessary to allow for weekly caseload maintenance.
- e. No health insurance or retirement will be paid.
- f. Unforeseen Circumstances (i.e. school shutdowns due to sickness, inclement weather, etc.) will be paid in full. Therapists will schedule indirect service work (i.e. billing, planning, parent contacts, etc.) if and when these circumstances arise.
- g. Mileage will be paid at the rate approved by the Internal Revenue Service for the Therapist's mileage incurred while traveling from the closest starting location of either the Therapist's home or the Provider's office location of 1691 E US-23 East Tawas, MI 48730 to the School and return to the starting location. A Mileage Report will be submitted monthly.
- h. Drive time will be paid at the hourly rate for the time accrued while the Therapist is traveling between service delivery locations and from the closest starting location of either the Therapist's home or the Provider's office location of 1691 E US-23 East Tawas, MI 48730 to the School or service delivery location and return to the starting location. Drive time will be reported in the attached Timesheet Details Form sent with invoicing on a bi-weekly basis.

12. DISTRICT RULES-REGULATIONS. The Provider and the Therapists shall comply with all established rules and regulations governing personnel in the District of

Roscommon, Ogemaw, Oscoda, County. In the event of any alleged breach thereof committed by the Provider or the Therapists, the School shall promptly notify the Provider in writing of such violation(s) including the factual basis thereof.

13. COMPLIANCE WITH LAWS. In furnishing services hereunder, the Provider and the Therapists shall observe and abide by all applicable laws and the rules and regulations of any lawful regulatory body acting thereunder. The School is responsible for any criminal records and any unprofessional conduct checks as may be required by law.

14. NOTICES. All notices to be given by either party under the Agreement shall be in writing and delivered personally or by certified mail to the parties at the addresses set out at the beginning of the Agreement. Any mailed notices shall be effective immediately upon mailing.

15. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties. This Agreement may be amended or revoked only in writing and executed by both parties.

16. TERMINATION. Either party may terminate this agreement, with or without cause, with written notification forty-five (45) days before termination. If The School chooses to terminate the agreement prior to the end of the contracted term, an Early Termination Fee would apply to the Location(s) requesting early termination. In the event of such early termination, the terminating party shall pay the other party an amount equal to 30% of the remaining contract value as of the effective date of termination. The remaining contract value will be calculated using the average hours per week worked during the contract terms multiplied by the remaining number of weeks remaining based on the original contract end date. The Early Termination Fee would then be billed with the final invoice. This payment shall be made within 30 days following the effective date of termination.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be executed on the date written in the first paragraph of this agreement.

THE PROVIDER  
Michelle Lynn Therapy, PLLC  
(DBA Fun First Therapy)

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Michelle St. Aubin  
As: Member

THE SCHOOL  
COOR Intermediate School District  
11051 N. Cut Rd  
Roscommon, MI 48653

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Shawn Petri  
As: Administration Superintendent