



TO: Harlem School District Board of Education
Josh Aurand, Assistant Superintendent of Business Operations

FROM: Michelle Erb, Assistant Superintendent of
Curriculum and Instruction

DATE: August 17, 2021

RE: Recommendation to Approve Lynn Liston, Infant Mental Health Consultant

Many requirements come with being a recipient of the Early Childhood Block Grant. One of the requirements is that we have an Infant Mental Health consultant work with our birth-3 Parent Educators.

As required by the Block Grant, Infant Mental Health Consultants support the work of infant and early childhood caregivers, providers, teachers, home visitors, and early intervention staff in child care centers, home child care, family homes, and early intervention offices. An infant and early childhood mental health consultant is often the voice for a child or group of children helping to build the capacity of care providers to understand and meet the needs of infants, children, and their families. They also can assist providers to better partner with parents to promote the social/emotional development and mental health of their children.

Due to the support these services can bring to our students, families, and staff, we will be contracting Lynn Liston as a Infant Mental Health Consultant for the Harlem School District Early Childhood Prevention Initiative 0-3 Program. As a District, we believe it is important to support the whole child, including their social/emotional well-being. Due to the stress of COVID-19, we believe it is crucial to have this added level of support for our Early Childhood Program.

Ms. Liston will be paid at the rate of \$150 per hour, not to exceed \$5100. Funds to pay Ms. Liston will be provided by the Early Childhood Block Grant, Prevention Initiative 0-3.

This contract is for the school year 2021-2022.

Thank you.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement entered into this 24th day of August, 2021, by and between Board of Education of Harlem Consolidated School District No. 122, Winnebago County, Illinois ("District") and Lynn Liston, ("Infant Mental Health Consultant").

WITNESSETH

WHEREAS, the Infant Mental Health Consultant desires to provide consultation services to Harlem School District Prevention Initiative Program staff, the District hereby contracts with the Infant Mental Health Consultant under the following terms and conditions:

1. **Term:** The term of this Agreement shall be for a period beginning August 24, 2021 through August 5, 2022.
2. **Services:** The Infant Mental Health Consultant shall provide consultation services to the Prevention Initiative Program staff, Program Leadership and Families in accordance with the Illinois State issued Prevention Initiative grant and the District.
3. **Compensation:** For services rendered hereunder by the Infant Mental Health Consultant, the District shall pay to the Infant Mental Health Consultant the sum of \$150.00 per hour, up to \$5100.
4. **Withholdings from Compensation:** The Infant Mental Health Consultant will assume sole and exclusive responsibility for any and all mandatory withholdings from his/her compensation and contributions including but not limited to federal, State, and local income taxes, social security taxes, disability insurance, worker's compensation, and unemployment insurance.
5. **Payment for Services:** The District shall pay the Infant Mental Health Consultant only after (a) completion of services by the Infant Mental Health Consultant, (b) the District's receipt of an itemized invoice reflecting the date(s) of service so long as received at least 14 days prior to a scheduled Board meeting, and approved by the Board of Education.
6. **Certifications and Licensure:** The Infant Mental Health Consultant shall at all times during the term of this Agreement hold the required certification and licensure to perform his/her duties and responsibilities called for herein. The Infant Mental Health Consultant shall at all times when providing services under this Agreement conform to the standards of practice and codes of ethics set forth by the professional associations.
7. **Criminal Background Check:** In accordance with Section 5/10-21.9 of the *School*

Code of Illinois, the Infant Mental Health Consultant will provide, at his/her own expense, a fingerprint-based criminal background check to the District prior to the initiation of services under this Agreement. If the District obtains the criminal background check, the Infant Mental Health Consultant shall reimburse the District therefore.

8. ***Independent Contractors:*** The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, and that the Infant Mental Health Consultant shall at no time be considered an employee of the District for any reason, unless the parties shall otherwise agree in writing. The District shall treat the Infant Mental Health Consultant as an independent contractor regardless of whether the Infant Mental Health Consultant provides the District proof of filing a Form SS-8, *Determination of Worker Status for Purposes of Federal Employment Taxes and Income Tax Withholding*, with the Internal Revenue Service. The Infant Mental Health Consultant shall not be entitled to any of the rights and privileges established for the employees of the District, including but not limited to: vacations and vacation pay, sick leave with pay, paid holidays, life, accident or health insurance, participation in retirement programs provided by the State of Illinois or the District, or severance pay upon termination of this Agreement.
9. ***School Student Records:*** All of the school student records maintained by the District that are used by the Infant Mental Health Consultant in connection with the provision of services under this Agreement shall be and remain the property of the District. The Infant Mental Health Consultant shall adhere to the provisions of the *Family Educational Rights and Privacy Act*, the *Illinois School Student Records Act*, the *Illinois Mental Health and Development Disabilities Confidentiality Act*, and the *Health Insurance Portability and Accountability Act of 1996*, and their respective regulations, regarding student records and the information contained therein as to all students to whom the Infant Mental Health Consultant provides services under this Agreement.
10. ***District Policies:*** The Infant Mental Health Consultant shall, at all times when providing services under this Agreement, conform to the applicable policies, practices, procedures and rules set forth by the District. The District retains the right to repeal, change or modify any policies or regulations which it has adopted or may hereafter adopt, subject however, to restrictions contained in the *School Code of Illinois* and other applicable law.
11. ***Compliance with Laws:*** The Infant Mental Health Consultant shall at all times during this Agreement comply with any and all applicable federal, State and local laws.
12. ***Indemnification:*** To the fullest extent permitted by law each party will indemnify, defend and hold harmless the other against any and all manner of

vicarious liabilities, claims, demands, expenses, damages, losses, judgments, costs, or causes of actions (including reasonable attorney's fees), which may be sustained or suffered by the other party, its employees, officers, directors, and agents, by reason of, based upon, relating to, or arising out of, or performance of any act or negligence of such party, or such party's employees, officers, directors, or agents during the performance of this Agreement. Notwithstanding anything to the contrary, a party's obligations with respect to indemnification for acts described in this Section shall not apply to the extent that such application would nullify any existing insurance coverage of such party or as to that portion of any claim of loss in which the insurer is obligated to defend or satisfy.

13. ***Governing Law:*** This Agreement shall be governed by, interpreted and enforced solely in accordance with the laws of the State of Illinois; provided, however, that the conflicts of law principles of the State of Illinois shall not apply to the extent they would operate to apply the laws of another state. Each of the parties agrees that jurisdiction and venue for any litigation arising in connection herewith shall be exclusively in Winnebago County, Illinois or in the United States District Court for the Northern District of Illinois. Each of the parties agrees not to institute any litigation in any other jurisdiction or venue in connection with any dispute herewith.
14. ***Supervisor Reporting:*** The Infant Mental Health Consultant shall report to Harlem SD 122 administrator Michelle Erb or Rebecca Logan as required by law, regulations and rules with respect to the testing and progress.
15. ***Miscellaneous:***
 - A. This Agreement contains the entire understanding between the parties and supersedes all prior and contemporaneous agreements, oral or written, between the parties related to the subject matter contained herein and may not be amended, modified or waived, in any respect whatsoever, except by written agreement signed by the parties.
 - B. This Agreement may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
 - C. All representations and warranties made by each party in this Agreement, and all covenants and obligations of each party which are to be performed after the termination of this Agreement, shall survive the termination of this Agreement.
 - D. This Agreement shall be binding upon and inure to the benefit of the Infant Mental Health Consultant, his/her successors and assigns, and

shall be binding upon, and inure to the benefit of the District, its successors and assigns.

- E. Both parties have had the opportunity to seek the advice of counsel with respect to the terms of this Agreement.
- F. If any section, provision, paragraph, phrase, clause or word contained herein is held to be void, invalid or contrary to law by a court of competent jurisdiction, it shall be deemed removed herefrom, and the remainder of this Agreement shall continue to have its intended full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective names and, in the case of the District by the President and Secretary of its Board of Education, on the day and year written below.

Board of Education of Harlem
Consolidated School District No. 122
Winnebago County, Illinois

Lynn Liston, "Infant Mental Health
Consultant"

President, Board of Education

Lynn.R. Liston
Signature

Attest:

Secretary, Board of Education

Date: 8/17/21

Or, if under \$2,500:

Assistant Superintendent for Business & Operations

Date: _____