

CONTRACTS FOR CESA SERVICES ~~BETWEEN CESA AND SCHOOL DISTRICTS~~

A contract will be developed for each ~~the~~ programs and services ~~that is~~ offered by CESA #9 ~~to any of its school districts~~. The contracts will be on an annual basis, subject to an extension beyond the one (1) year by mutual agreement of both parties.

The contract will list the ~~estimated~~ total cost of ~~the~~ each program or service, ~~and will include detailed information so the school district will be informed of all costs associated with the program or service.~~

Length of Contracts

The normal length of a contract ~~between CESA #9 and a school district~~ is one (1) year. However, it is possible for CESA #9 ~~and a school district~~ to enter into a contract for a period of time longer than one (1) year.

Timelines for Contracts

~~Contracts Renewal Summaries~~ will be submitted to ~~districts and other agencies (clients)~~ school districts no later than ~~in~~ February ~~1st~~ of each year for programs and services for the ensuing school year. ~~School districts~~ Districts/Clients are expected to return their ~~renewal commitments~~ contracts by ~~March 1<sup>st</sup>~~ April 15th. ~~If districts foresee a change in existing service (increase, decrease) or are adding a service(s), the district will submit a written request to CESA administration for processing revisions/additions. Based on receipt of renewals, contracts will be processed and submitted to the districts no later than May 15th for official board approval.~~ Districts/Clients adding a program or service at a time other than the normal contract cycle, should submit their request in writing to the CESA #9 business office. A Contract Amendment Part C will then be prepared for them.

Funding Formulas

All funding formulas for services/programs are based on annual recommendations by the administration to the PAC Exec (Professional Advisory Council Executive Committee) and PAC (Professional Advisory Council) with final approval by the Board of Control.

Approval of Contracts

~~Contracts for services and programs with CESA #9 and a school district will be approved by the local school board and by the CESA #9 Board of Control. The contracts will bear the signatures of the school board president or clerk and the District Administrator for the local school district, and by the Chairman of the Board of Control and the Secretary of the Board of Control (CESA Administrator). When both parties have approved and signed the contract for programs or services, the contract is legally binding on both parties, and neither party may break the contract for the term of the contract unless by mutual agreement of both parties.~~

Tentative Approval: March 5, 2003

FINAL APPROVAL: April 2, 2003

Revised and Approved: March 2, 2016