SPECIAL EDUCATION CONSULTING SERVICES PROPOSAL - Lisa Waber

School: Northeast Dubois County

Date: July 1, 2026

Purpose

As the School Corporation transitions to a new special education cooperative arrangement and assumes some responsibilities previously provided by the cooperative, I am pleased to offer consulting services to support district leadership during this transition.

The purpose of this engagement is to assist the district in establishing effective systems, implementing best practices, maintaining compliance with state and federal special education requirements, and supporting district personnel.

Scope of Services

During the period of July 1, 2026 through June 30, 2027, consulting services may include:

- Advising district leadership regarding the transition of special education services.
- Assisting with the development of procedures and operational practices.
- Supporting the Director of Special Education and other district staff.
- Reviewing special education processes and providing recommendations for improvement.
- Assisting with compliance-related questions and requirements.
- Providing guidance regarding state and federal special education regulations.
- Helping identify best practices in programming, staffing, and service delivery.
- Participating in meetings as requested by district administration.
- Providing other transition-related consultation as mutually agreed upon.

Services will be provided on an as-needed basis throughout the engagement period.

Compensation

The total fee for consulting services shall not exceed $10,000 for the term of this proposal.

The consultant will maintain records of services provided, including dates, activities, and estimated time devoted to the engagement.

Payment may be made in quarterly installments of $2,500 upon submission of an invoice and summary of services provided.

Consultant is an independent contractor and is not an employee of the School Corporation.

Consultant shall be solely responsible for all federal, state, and local taxes, insurance, and other obligations associated with compensation received under this Agreement.

Nothing in this Agreement shall be construed as creating an employer-employee relationship.

Adjustment of Services

Both parties acknowledge that the scope of work associated with the district's transition may evolve during the year.

If the level of support required significantly exceeds the anticipated scope outlined in this proposal, the consultant and School Corporation may review the engagement and mutually agree to modify the scope of services and compensation. Any adjustment shall be documented in writing and approved by both parties before additional services are provided.

Termination

Either party may end this engagement at any time, with or without cause, by providing written notice to the other party.

In the event of termination, the consultant will be compensated only for services performed through the date of termination. No further obligations shall exist for either party following termination.

Confidentiality

The consultant agrees to maintain the confidentiality of all student, personnel, and district information obtained through this engagement and will comply with all applicable confidentiality requirements, including FERPA and other relevant state and federal laws.

Acceptance

By signing below, both parties acknowledge their agreement to the terms outlined in this proposal.

School Corporation Representative

Dr. Tara Rasche

Title: Superintendent

Date: _____

Lisa Waber

_____

Date: _____