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Ogdensburg City School District
1100 State Street
Ogdensburg, NY 13669

Independent Contractor Agreement for CPSE Evaluations

This Agreement is entered into between the Ogdensburg City School District ("District") and Jessica Anderson ("Psychologist") for the purpose of providing CPSE evaluation services on a per diem, independent contractor basis.

1. Scope of Work

The Psychologist agrees to complete components of Committee on Preschool Special Education (CPSE) evaluations. The agreed-upon evaluation components include:

Psychological testing
Social history
Observation at the testing location
Rating scale administration

Upon completion of the evaluations, the Psychologist will provide a comprehensive written evaluation report to the District. General findings may be discussed with the parent(s)/guardian(s) at the time of the evaluation, as appropriate. Evaluation results and recommendations will be reviewed at the CPSE meeting by a qualified team member, which may include the Psychologist when available.

2. Location and Schedule

All evaluation sessions will take place at a designated Ogdensburg City School District location and will not include home-based evaluations.

Evaluation services under this Agreement shall be scheduled at mutually agreeable times that do not conflict with the Psychologist's existing professional responsibilities. All services will be provided outside of the school day unless otherwise pre-arranged and agreed upon for educational reasons (e.g., Head Start/UPK classroom-based observations) or to support caregiver access and collaboration with team members. All evaluation work shall be conducted outside of the Psychologist's contracted work hours, including unpaid lunch periods or outside the regular workday. Scheduling shall be determined based on mutual availability, with flexibility to adjust in accordance with the Psychologist's workload and obligations. The Psychologist retains the discretion to accept or decline specific evaluation requests based on availability.

During the summer, evaluations will be scheduled by the CPSE office, by appointment, on mutually agreed-upon dates to allow for efficient scheduling and to minimize travel for the Psychologist.

3. Assessment Instruments and Test Protocols

The District shall be responsible for purchasing all necessary assessment instruments and test protocols required for the evaluations.

4. Speech and Other Related Services

Speech or other related service evaluations, if required, shall be treated as separate agreements and are not included in this contract.

5. Compensation

The Psychologist's compensation for each CPSE evaluation completed as described above shall be \$800 per evaluation.

6. Billing and Reimbursement

The Psychologist will submit a single invoice to the District for each completed evaluation. The District shall be responsible for managing any reimbursement processes with St. Lawrence County. The Psychologist shall have no responsibility for coordinating or tracking county reimbursement.

7. Certification

Jessica Anderson holds a valid New York State Certificate as a Certified School Psychologist (Certificate #: 1391228).

8. Term and Termination

This Agreement shall commence on the Effective Date and shall continue through July 1, 2026, unless terminated earlier by either party with written notice.

9. Independent Contractor Status

The Psychologist is an independent contractor and not an employee of the District. The Psychologist shall be solely responsible for any taxes, insurance, or obligations related to her independent contractor status.

10. Exclusion of Due Process Responsibility

This Agreement does not include any due process responsibilities on the part of the Psychologist. The Psychologist shall not be responsible for any legal actions or proceedings related to the evaluations conducted under this Agreement.

11. Financial Liability

All financial liability associated with the CPSE evaluations, including but not limited to legal expenses, settlements, or judgments, shall be the sole responsibility of the District. The Psychologist shall not be held financially liable for any claims or disputes related to services rendered under this Agreement.

12. Confidentiality

The Psychologist shall maintain the confidentiality of all student and evaluation-related information in accordance with FERPA and other applicable privacy laws.

13. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

14. Entire Agreement

This Agreement contains the entire agreement between the Parties and supersedes all prior understandings, whether oral or written.

Agreed and Accepted:

Jessica Anderson, MA/CAS
Certified School Psychologist
NY State Certificate #: 1391228

Signature: _____

Date: 7/25/25

Ogdensburg City School District Representative

Signature: _____

Date: _____