

Service Contract

This agreement is between Golden Touch, LLC, 12825 Township Highway 117, Upper Sandusky, Ohio 43351 and Ridgedale Local Schools, 3103 Hillman Ford Rd., Morral, OH 43337, for State Fiscal Year July 1, 2023 through June 30, 2024.

Golden Touch Consulting, LLC, (service provider) agrees to provide the following program evaluation services to Ridgedale Local Schools (IRN# 048439) for the 21st CCLC grant funded program ("Ridgedale Inventors," Elementary Grant #19190):

- Service provider will evaluate student academic outcomes. Data for individual students (student attendance records, pre and post academic records/assessments and event participation) will be collected by participating school administrators and/or project coordinators and will be summarized on Microsoft Excel data spreadsheet developed by service provider. Student academic progress will be analyzed and findings will be reported.
- Service provider will evaluate youth development and parent engagement outcomes. Service provider will develop survey/instruments to assess youth development and parent involvement outcomes. Surveys/instruments will be distributed and collected by participating school administrators and/or project coordinator. Completed surveys/instruments will be compiled and analyzed by service provider and findings will be reported. Service Provider acknowledges that any surveys/instruments that it develops, distributes, collects, compiles and/or analyzes pursuant to the Agreement are subject to the requirements of the Protection of Pupil Rights Amendment, 20 USC 1232h and 34 CFR Part 98 (the "PPRA") and agrees to perform its duties in accordance with such requirements.
- Service provider will provide reports required by the Ohio Department of Education including but not limited to logic model, assessment plan, mid-year and end of year report summarizing academic, youth development and parent involvement outcomes and findings and key recommendations will be made for program improvement. Any electronic account access required for the completion of additional reports will be assigned exclusively to the service provider immediately upon receipt of log-in credentials from the issuing body.
- Service provider will communicate by phone and electronically with program and district administrators, other grant administrators and the Ohio Department of Education as necessary to ensure proper data collection, timeliness and quality.
- Service provider will support district administrators in the submission of the continuing grant applications/plans.
- The parties acknowledge that Service Provider will receive personally identifiable information ("PII") concerning or related to Ridgedale Local Schools' students to perform its duties under this Agreement as a school official with a legitimate educational interest in the information, as allowed by 34 CFR§99.31(a)(1)(i)(B).
- The Service Provider shall comply with all applicable provisions of Ohio and federal laws including the PPRA, FERPA and Revised Code Section 3319.321. FERPA includes 20 USC 1232g, any amendments or other relevant provisions of federal law, as well as all requirements of Part 99 of Title 34 of the Code of Federal Regulations. Nothing in this Agreement shall be construed to allow the Service Provider to maintain, use, disclose, or share personally identifiable information ("PII") information in a manner not allowed by either state or federal laws or regulations. Ridgedale Local Schools will own all data related to its students, including but not limited to PII.
- The Service Provider shall only use PII for purposes of completing the terms of this Agreement as set forth herein. Service Provider agrees to use reasonable efforts to safeguard PII. "Reasonable efforts" means efforts not less than those a party employs to protect its own confidential information and, in any event, efforts not less than those a prudent business person would take to protect his or her own confidential and proprietary information. Service Provider shall not, without the prior written approval of the School, directly or indirectly, disclose PII to any person or business entity except its own employees and representatives, including attorneys, accountants, and financial advisors, on a need-to-know basis. If Service Provider experiences any breach of data security that exposes PII, it shall bear the costs to notify every individual who's PII may have been compromised.

Program evaluation assumes the following:

- Data for individual students (student demographic information, attendance records, academic records and event participation reports) will be accessible to service provider for biannual review and compilation of data will be summarized on Microsoft Excel data spreadsheet developed by service provider. Pre and post academic comparisons will include only those students for whom pre grant intervention and post grant intervention measures are available.
- All measures identified as indicators of academic, youth development and parent engagement outcomes assume surveys/instruments will be distributed in a timely manner and be available to service provider for review and compilation of data.
- Any electronic account access required for the completion of evaluation reports will be assigned exclusively to the service provider immediately upon receipt of log-in credentials from the issuing body.

- All data will be transmitted electronically to the evaluator for analysis and reporting in a timely manner and be available to service provider, at least one month prior to grant report deadlines.

Ridgedale Local Schools agrees to pay \$9,999.00 for these services. Payment will be made in quarterly installments of \$2,499.75 with the first payment due September 23, 2023 and other payments due the 15th of December 2023, February 15, 2024 and April 15, 2024. The service provider agrees that it is working as an independent contractor with no employee/employer relationship in existence. The fee for service is the entire obligation for Ridgedale Local Schools with any additional obligation to meet legal requirements accruing to the service provider.

By:  8/28/23
Superintendent, Ridgedale Local Schools Date

By:  8/28/23
Treasurer, Ridgedale Local Schools Date

 8-22-23
By: _____ Date
Amy Wood, Owner, Golden Touch Consulting, LLC.

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Golden Touch Consulting, LLC, (service provider) agrees to provide the following program evaluation services to Ridgedale Local Schools (IRN# 048439) for the 21st CCLC grant funded program (Middle School Grant #19187):

- Service provider will evaluate student academic outcomes. Data for individual students (student attendance records, pre and post academic records/assessments and event participation) will be collected by participating school administrators and/or project coordinators and will be summarized on Microsoft Excel data spreadsheet developed by service provider. Student academic progress will be analyzed and findings will be reported.
- Service provider will evaluate youth development and parent engagement outcomes. Service provider will develop survey/instruments to assess youth development and parent involvement outcomes. Surveys/instruments will be distributed and collected by participating school administrators and/or project coordinator. Completed surveys/instruments will be compiled and analyzed by service provider and findings will be reported. Service Provider acknowledges that any surveys/instruments that it develops, distributes, collects, compiles and/or analyzes pursuant to the Agreement are subject to the requirements of the Protection of Pupil Rights Amendment, 20 USC 1232h and 34 CFR Part 98 (the "PPRA") and agrees to perform its duties in accordance with such requirements.
- Service provider will provide reports required by the Ohio Department of Education including but not limited to logic model, assessment plan, mid-year and end of year report summarizing academic, youth development and parent involvement outcomes and findings and key recommendations will be made for program improvement. Any electronic account access required for the completion of additional reports will be assigned exclusively to the service provider immediately upon receipt of log-in credentials from the issuing body.
- Service provider will communicate by phone and electronically with program and district administrators, other grant administrators and the Ohio Department of Education as necessary to ensure proper data collection, timeliness and quality.
- Service provider will support district administrators in the submission of the continuing grant applications/plans.
- The parties acknowledge that Service Provider will receive personally identifiable information ("PII") concerning or related to Ridgedale Local Schools' students to perform its duties under this Agreement as a school official with a legitimate educational interest in the information, as allowed by 34 CFR§99.31(a)(1)(i)(B).
- The Service Provider shall comply with all applicable provisions of Ohio and federal laws including the PPRA, FERPA and Revised Code Section 3319.321. FERPA includes 20 USC 1232g, any amendments or other relevant provisions of federal law, as well as all requirements of Part 99 of Title 34 of the Code of Federal Regulations. Nothing in this Agreement shall be construed to allow the Service Provider to maintain, use, disclose, or share personally identifiable information ("PII") information in a manner not allowed by either state or federal laws or regulations. Ridgedale Local Schools will own all data related to its students, including but not limited to PII.
- The Service Provider shall only use PII for purposes of completing the terms of this Agreement as set forth herein. Service Provider agrees to use reasonable efforts to safeguard PII. "Reasonable efforts" means efforts not less than those a party employs to protect its own confidential information and, in any event, efforts not less than those a prudent business person would take to protect his or her own confidential and proprietary information. Service Provider shall not, without the prior written approval of the School, directly or indirectly, disclose PII to any person or business entity except its own employees and representatives, including attorneys, accountants, and financial advisors, on a need-to-know basis. If Service Provider experiences any breach of data security that exposes PII, it shall bear the costs to notify every individual whose PII may have been compromised.

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- All data will be transmitted electronically to the evaluator for analysis and reporting in a timely manner and be available to service provider, at least one month prior to grant report deadlines.

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By: Erika L. Brown 8/28/23
Superintendent, Ridgedale Local Schools Date

By: Matthew Corder 8/28/23
Treasurer, Ridgedale Local Schools Date

By: Amy Wood 8-22-23
Amy Wood, Owner, Golden Touch Consulting, LLC. Date