

Policy Information

Series 4000 - Non-Instructional/Business Operation

Special Projects and Service Costs

Policy # 4470, 4.7

POLICY

2013 4470
Non-Instructional/Business
Operations

SUBJECT: SPECIAL PROJECTS CONTRACTS AND SERVICE COSTS

Special Projects Contracts are agreements between Genesee Valley Educational Partnership and persons who can provide services of a specialized, unique or immediate nature which may not otherwise be provided by regular staff. Special Projects Contracts are used for persons who are not a member of the Teachers Retirement System or the Employees Retirement System.

Special Projects Contracts shall be used to facilitate the delivery of services to divisions within the Partnership and agencies served by the Partnership in cases where temporary assistance is needed.

All Special Projects Contracts must receive approval by the District Superintendent or his/her designee and the Board before they are initiated. Expenses connected with the service must be included in the total sum to be specified in the contract. In order for component districts to receive aid for expenditures, the contracts must be with and paid by the Partnership.

Types of services must be classified in the following Temporary Support Service categories:

- a. Consultant - Provides advice, guidance, planning assistance, etc.;
- b. In-Service Workshop - Provides instructional services at workshops or courses provided by Genesee Valley Educational Partnership;
- c. Curriculum Development - Provides assistance in providing new curriculum programs and materials;
- d. Other*.

*In the case of a need to obtain other temporary services which do not fall in the above categories, a rationale shall be presented along with the Special Projects Contract form indicating why it is appropriate to temporarily obtain the service.

The Partnership shall enter into a contract with each component district for services rendered in their behalf and their share of the administrative and rental cost. This contract shall be payable in ten equal monthly payments commencing in September.

The Partnership may contract with other BOCES to provide services for schools in such other BOCES.

The Partnership may contract with other BOCES to provide services to schools in the Genesee-Livingston-Steuben-Wyoming area.

Administrative Rental Costs and Dormitory Payments

Administrative costs and rental costs shall be allocated to the component districts in accordance with the ratio which the component school district's average daily attendance bears to the total average daily attendance of all the component school districts within the The Partnership.

Service Costs

- a. Costs for itinerant teacher and pupil personnel service shall be allocated to component school districts on the basis of the fractional part of the cost of the service which is used by the school district.
- b. Costs for special education service shall be allocated to component school districts on the basis of tuition per pupil enrolled in the program. A minimum base for tuition is established on October 1st of each year. The billable amount will never fall below the minimum base. Increased tuitions above the minimum base are billable.
- c. Cost for Career & Technical Education shall be allocated to component school districts on the basis of tuition per pupil enrolled in the program as of January 1st of the preceding school year.

Board Approved
2/2/94
7/18/95
05/15/13