

DEPARTMENT OF SPECIAL SERVICES  
Township of Union Public Schools  
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TO: Pat Ditri  
FROM: Donna Wozniak *DW*  
RE: Board Agenda Items  
DATE: 10/1/2013

The committee recommends and I so move that the board approve Stepping Forward Counseling Center, LLC, 26 Main St., Chatham, NJ 07928 to provide bedside instruction for district students on an "as needed" basis for the 2013-2014 school year not to exceed \$6,000.00 in accordance with the information in the hands of each board member (Acct: # 7693-11-150-100-320-01-19).



# Stepping Forward Counseling Center LLC

## Contract for Home Instruction Program

Stepping Forward Counseling Center, LLC ("SFCC") located at 26 Main Street, Chatham NJ 07928 and Township of Union Public School District with an address of 2155 Morris Ave, Union NJ 07083 hereby enter into an Agreement whereby SFCC has agreed to provide home instruction to, a classified student in the Township of Union Public School District. The Township of Union Public School District has agreed to pay the fee for said program.

### 1. Term

This agreement shall be in effect September 25, 2013.

### 2. Compensation

Township of Union Public School District shall pay Stepping Forward Counseling Center, LLC for services provided to student, at the agreed rate of \$75.00 per hour for 10 hours per week. Payment shall be made to Stepping Forward Counseling Center, LLC within 30 days of receipt of invoice.

### 3. Due Diligence

Township of Union Public School District has reviewed all information related to the SFCC program including insurance requirements, staffing and program related details and is satisfied with same.

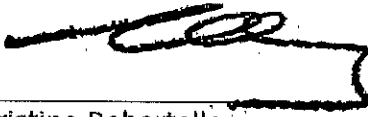
By signing below, the appropriate representative of the Township of Union Public School District acknowledges and agrees that he/she has authority to execute same and the funding for payment to SFCC has been previously approved.

AGREED AND ACCEPTED this 23rd day of September, 2013:

Department of Special Services  
Township of Union Public School District

Stepping Forward Counseling Center, LLC

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Kim Conti  
Director of Special Services

  
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Christine Robertello  
CEO