

**MT. PLEASANT PUBLIC SCHOOLS  
PERSONAL SERVICE CONTRACT**

The parties to this contract are Mt. Pleasant Public Schools and \_\_\_\_\_ (CONTRACTOR);

**SCOPE OF SERVICE**

CONTRACTOR, agrees to provide the following services of: \_\_\_\_\_ in \_\_\_\_\_ building. All service shall be delineated in writing and performed within the timeframe specified in this contract. Only written requests to modify the service schedule which are mutually agreed to by the parties will be honored.

**TERM OF CONTRACT**

The term of this contract is for a period of \_\_\_\_\_ months, commencing on the \_\_\_\_\_ day of \_\_\_\_\_ (month) of 20\_\_ (year), and terminating on the \_\_\_\_\_ day of \_\_\_\_\_ (month) 20\_\_ (year).

**COMPENSATION**

Mt. Pleasant Public Schools will pay for the services provided by CONTRACTOR under this contract at a rate of \$\_\_\_\_\_

This contract may be terminated by mutual consent of both parties, or by either party upon 14 days' written notice.

Mt. Pleasant Public Schools by written notice of default to the CONTRACTOR may terminate the whole or any part of this contract.

This contract will not automatically renew.

This contract constitutes the entire agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified within this contract. This contract may not be modified, supplemented or amended, in any manner, except by written agreement signed by both parties.

CONTRACTOR may not assign or otherwise transfer or delegate any rights or duties without Mt. Pleasant Public Schools express written consent.

CONTRACTOR agrees not to use or disclose any information it receives from Mt. Pleasant Public Schools under this contract that is confidential or exempt from mandatory public disclosure except as necessary to carry out the purposes of this contract or as authorized in writing in advance by Mt. Pleasant Public Schools. Mt. Pleasant Public Schools agrees not to disclose any information it receives from CONTRACTOR that the CONTRACTOR has previously identified as confidential and which Mt. Pleasant Public Schools determines in its sole discretion is protected from mandatory public disclosure. The duty of Mt. Pleasant Public Schools and CONTRACTOR to maintain confidentiality of information under this section continues beyond the term of this contract, or any extensions or renewals of it.

All work product, equipment or materials created or purchased under this contract belong to the Mt. Pleasant Public Schools and must be delivered to Mt. Pleasant Public Schools at Mt. Pleasant

Public Schools request upon termination of this contract. CONTRACTOR agrees that all materials prepared under this contract are "works for hire" within the meaning of the copyright laws of the United States and assigns to Mt. Pleasant Public Schools all rights and interests CONTRACTOR may have in the materials it prepares under this contract, including any right to derivative use of the material. CONTRACTOR shall execute all necessary documents to enable Mt. Pleasant Public Schools to protect its rights under this section.

CONTRACTOR must submit to a "criminal history check" for the Michigan State Police and a "criminal records check" (FBI) if assigned to "regularly and continuously work under contract" in any of the schools. The criminal history/criminal records check shall be at the CONTRACTOR'S expense and shall be done before any work can be performed for the district. (Form available from Central Office)

CONTRACTOR is an independent entity under this contract and is not a Mt. Pleasant Public Schools employee for any purpose, including but not limited to the application of the Social Security Act, the Fair Labor Standards Act, the Federal Insurance Contribution Act, Unemployment Compensation Law and the Compensation Act.

CONTRACTOR agrees to comply with all applicable laws, rules, regulations and policies, including but not limited to those relating to nondiscrimination, accessibility and civil rights

Mt. Pleasant Public Schools will not make any advance payments before performance by the CONTRACTOR under this contract. CONTRACTOR shall provide a completed and signed W9 Form before any payment will be made.

This contract is not effective until fully executed by both parties.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Building Administrator (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent, Mt. Pleasant Public Schools

\_\_\_\_\_  
Date

Originator of contract:  
Account number \_\_\_\_\_

Business office use:  
W-9 on file \_\_\_\_\_  
PO # \_\_\_\_\_