



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Richard Salcido, Director Special Education
Subject: Consider and possible Board action to approve purchase approval over \$25,000 for Special Education Contract Position: Occupational Therapist – Sarah Perez
Date: June 16, 2026

HISTORY: Sarah Perez will continue to provide contract occupational therapy services to the district. The provider will offer therapy, consult with personnel, complete student assessments, submit occupational therapy reports, and write & monitor the respective goals and objectives. Additionally, the Occupational Therapist may be called upon to assist in Admission, Review and Dismissal (ARD) meetings or to consult with staff regarding other student needs.

RATIONALE:

Occupational Therapy is required as part of 34 Code of Federal Regulations § 300.320. Definition of individualized education program, which requires that the ARD committee determine appropriate supplementary aids, services, and other supports that are provided within the educational setting to enable the child with a disability to advance appropriately toward attaining annual goals and to be involved in and make progress with the general education curriculum.

BUDGET IMPACT:

- Occupational Therapist (OT) Contract Services: \$49,500.00

ADMINISTRATIVE RECOMMENDATION:

In order to comply with the recommended provisions of each child's Individual Education Plan, it is recommended that we provide occupational therapy services through this contracted service arrangement.

For Approval? Yes No

If not, please check one: Presentation Report Information

Please check if applicable: Attachment Included

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.

A Proud Community of Champions – Soaring to Excellence!