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**Technology Services Contract Agreement**  
Services to be Provided by Keystone AEA to Riceville CSD  
2017 – 2018

Keystone Area Education Agency (AEA), 1400 Second Street NW, Elkader, IA 52043  
Riceville Community School District, 912 Woodland Ave, Riceville, IA 50466

Keystone AEA 1 Technology Team agrees to provide the services listed below to the Riceville Community School District during the contract period June 2018. This contract may be terminated by either party prior to the established ending date by providing written notice to the other party 30 days in advance.

The strengths and talents of the Keystone AEA 1 Technology Team, each with different education and practical backgrounds, would be available throughout the calendar year to fulfill both the technical and leadership roles necessary to meet the technology needs of the district. The Technology Team will:

- Provide on-site assistance to the district for planning and implementing major technology upgrades, installation, repairing, and trouble-shooting.
- Support district website development through establishing practices and procedures for timely updates and teacher contributions.
- Assist in planning and delivering professional development linked to classroom technology integration.
- Work with other district technology personnel to identify district short-term and long-term technology goals, needs, and priorities including hardware, software, and infrastructure.
- Assist in the development of a plan to align budget with technology needs.
- Provide regular on-site “office hours” in the district to support the technical staff and work with users face-to-face as needed to fix and repair hardware and software.
- Recommend technology solutions that match user needs.
- Support district technology staff, district administrators, and other district staff to assure a continuum of technology service through timely repair, installation, and referral.
- Remotely monitor network services, bandwidth, and performance.
- Provide on-site and telephone tier 2 repair support.
- Provide critical administrative functions on a priority basis.

This agreement presumes that the present technology personnel would continue to be in place to provide direct on-site technical support to district personnel. Riceville CSD would maintain current district technology staffing in addition to the Keystone Partnership contract.

Riceville Community School District agrees to pay the following for technology services:

- \$1,846.63 for 88 hours of service during June 2018 to be determined by Riceville CSD
  - Payment due by July 31, 2018 - \$1,846.63
- End-of-year invoice for the following expenses that might be incurred during the school year:
  - Professional development cost(s)
  - Registration fee(s)
  - Travel expenses (mileage, meals, lodging, etc.)
  - Additional hours worked above the contract amount (approved by the school district)

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Patrick Heiderscheid, Administrator, Keystone AEA

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Date

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Karl Fox, Board President, Riceville CSD

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Date