

# GLASSBORO SCHOOL DISTRICT



## Monthly Board Items

**Date Submitted:** 3/10/2023

**Proposed Effective Date:** 3/1/2023

**Grade(s) impacted:**

**Submitted by:**  
Michelle Edelstein CST Secretary

**Position/Item:** Updated Integrity Contract  
**Student:**

**Proposed cost/amount:**    **ESY:**  
Attached

**Funded Through:**    **Homeless:** Y or N  
District Funds                      (circle one)

**Board Action Requested:** Recommend Board approval of updated contract with Integrity Interpreting (attached)

**Details and Ramifications:**

General Interpreting Rates: \$70/Hr  
Night/Weekend Rate: \$75/Hour  
Tactile Interpreting Rate: \$85/Hr  
Legal Rate: \$90/Hr  
Holiday/Emergency Rate: \$100.00  
Legal Rate-After Hours: \$105.00

**Positives:**

**Concerns:**

**Other Comments:**

Integrity Interpreting provides ASL interpretations for School meetings and events on an as-needed basis. Most of our rates have not been affected with the exception of the legal and after hours rates.

FOR OFFICE USE ONLY:

Board Date: \_\_\_\_\_

Approved: Y or N

Index #: \_\_\_\_\_



# Integrity Interpreting, LLC

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Phone: 856-694-6525

Fax: 856-595-2951

[www.Integrityinterp.com](http://www.Integrityinterp.com)

## INTERPRETING RATES and POLICIES SOUTH JERSEY \*\*Effective 2/1/23\*\*

### GENERAL RATES (BUSINESS HOURS)

Regular Rate-2 hour minimum \$70.00  
\* Any interpreting assignment that are called in during office hours between  
\*8:00AM-5:00PM (Monday-Friday), and are assigned between the hours of  
\*Rate is shown per hour.

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### NIGHT/WEEKEND RATE (NON-BUSINESS HOURS)

Regular Rate-2 hour minimum \$75.00  
\* Assignments which are **scheduled during normal business hours**  
but occur during the hours of 5pm-8am for weekdays and weekends.  
\*Rate is shown per hour.

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### TACTILE INTERPRETING RATE

Regular Rate-2 hour minimum \$85.00  
\* Any close vision, tactile, or haptics interpreting for deaf/blind recipients  
\*Rate is shown per hour.

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### LEGAL RATE/RECORDED RATE

Rate is for a 2-hour minimum \$90.00  
\*Rate is shown per hour  
\*Rate charged at time of booking is based on availability of interpreters for assignment location and duration of assignment.  
\*This rate is for a legal assignment or if the assignment is recorded for public events and usage.

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### HOLIDAY RATE/EMERGENCY RATE

Rate is for a 2 hour minimum \$100.00  
\*Rate is shown per hour.

Legal Rate after hours with a 2 hour minimum \$105.00

\*Rate is shown per hour.

### TEAM INTERPRETERS

It is customary, to assign **TWO INTERPRETERS** for the duration of complex assignments or any assignment exceeding two (2) hours because of the intense nature of the work and need to assure accuracy.

Some exceptions do apply to this standard depending on the content and physical and mental demand on the interpreter for specific assignments that are less than a 2-hour assignment.

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### CANCELLATION POLICY

Integrity Interpreting, LLC requires **2 Full Business Days** for cancellation. When **LESS THAN 2 FULL BUSINESS DAYS NOTICE** is given, the client will be billed for the full contracted time.

\*Business days are only Monday thru Friday. It excludes Saturday and Sunday.

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#### **NOTE:**

- **NO SHOWS ARE BILLABLE WITHOUT EXCEPTION**
- Rates are listed for **EACH** interpreter required.
- General rates apply to situations **NOT** requiring any type of audio/visual recording, theatrical setting, or special needs. Each assignment will be contracted on an individual basis.
- Legal rates apply to all situations involving law, court, or any recorded situations (audio, visual, written).
- Whenever possible, we appreciate two weeks advance scheduling notice.

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Name

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Signature

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Organization Name

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Date

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Billing Address

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Contact Phone Number