

FLOYD COUNTY BOARD OF EDUCATION
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Sherry Robinson, Chair - District 5
Linda Gearheart, Vice-Chair - District 1
Dr. Chandra Varia, Member - District 2
Rhonda Meade, Member - District 4
William Newsome, Jr. - District 3

Date: May 9, 2017

Consent Agenda Item (Action Item):

Approval of agreement/contract with Kentucky Higher Education Assistance Authority (KHEAA) and Kentucky Campus Contact (KyCC) to provide a College Coach position at Floyd Central High School for the 2017-18 academic year. The College Coach will provide mentoring and individual advising to help high school students and their families understand college readiness and navigate the often complicated path from high school to postsecondary.

Applicable Statute or Regulation:

Policy 0.1.11 General Powers and Duties of the Board

Fiscal/Budgetary Impact:

KHEAA and KyCC will pay the salary for the College Coach position at Floyd Central High School. The high school guidance counselor will serve as a supervisor for the College Coach and provide any training needed. The high school will provide the College Coach with a workspace including computer, phone, school email address, ILP access, and Infinite Campus access (read only).

History/Background:

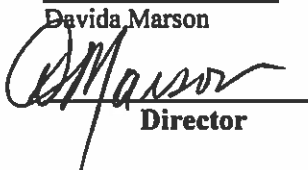
The College Coach position will provide individual assistance to any Floyd Central High School student and their families to help them with college applications, financial aid applications, scholarship applications, college campus visits, and much more. Also, the College Coach will identify a target group of approximately 60 to 80 students to mentor, assist, and work with on a regular basis – a group of students who are at risk of not attending college. The College Coach will be available to help students complete their Individual Learning Plan (ILP) as well as print transcripts from Infinite Campus to give to college recruiters and/or mail to perspective colleges.

Recommended Action:

Approve request of agreement/contract with KHEAA and KyCC.

Contact Person(s):

David Marson


Director
Superintendent

The Floyd County Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title IX & VI, and in Section 504.

MEMORANDUM OF UNDERSTANDING

BETWEEN

**KENTUCKY HIGHER EDUCATION ASSISTANCE AUTHORITY
AND**

**KENTUCKY CAMPUS COMPACT
AND**

FLOYD COUNTY SCHOOL DISTRICT

THIS MEMORANDUM OF UNDERSTANDING (the AGREEMENT) is made and entered into this _____ day of _____ by and between the Kentucky Higher Education Assistance Authority (KHEAA) and Kentucky Campus Compact (KyCC) and Floyd County School District

WITNESSETH:

WHEREAS, KHEAA administers various student financial aid programs and conducts myriad outreach activities in order to help improve access to higher education for Kentucky students and their families; and,

WHEREAS, Floyd County School District and Floyd Central High School is a certified public high school located within the Commonwealth of Kentucky; and,

WHEREAS, Kentucky College Coaches (KCC) is an AmeriCorps initiative, administered by Kentucky Campus Compact, that will place recent college graduates in high schools to provide mentoring and hands-on advising, and help students and families understand college readiness and navigate the often complicated path from high school to postsecondary education;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, and for other good and valuable consideration, the receipt, mutuality and sufficiency of which is hereby acknowledged by the parties to this AGREEMENT, KHEAA and Floyd County School District and Floyd Central High School hereby COVENANT AND AGREE as follows:

I. OBLIGATIONS OF KHEAA

KHEAA shall undertake the following obligations:

- A. Place a fully-trained Kentucky College Coaches AmeriCorps member in the school to serve as a full-time near-peer mentor for students for a service term beginning September 1, 2017 and ending June 30, 2018.
- B. Provide regular, rotating oversight for Kentucky College Coaches AmeriCorps members, including onsite observations, drop-in visits, webinars and conference calls, to ensure they are engaged in service activities to help high school students and their parents develop higher education aspirations, understand their options for postsecondary education and learn about/use the resources available to help pay for education beyond high school.
- C. Provide age-appropriate publications and outreach services to students and parents and training on KHEAA resources to school personnel.

- J. Be familiar with and support the member in adhering to the AmeriCorps Kentucky College Coaches Contract (included in the Enrollment Packet) and Policies and Procedures Handbook, including a grievance procedure.
- K. Sign off on reports created by the KCC AmeriCorps member that tracks the member's service hours and activities. Both timesheets and the progress reports are submitted once each month. In the event there are concerns about member hours, timesheets may be requested more frequently.
- L. Conduct a performance evaluation of the KCC AmeriCorps member. Evaluation reports will be due 90 days after the member's initial start date and once more prior to the end of their service period.
- M. Participate in a program survey of KCC AmeriCorps members and school site supervisors.
- N. Host school participation is contingent upon a school district's agreement to refrain from hiring KCC AmeriCorps members until they complete their term of service. The consequences for hiring KCC AmeriCorps members during the service term include a review of the partnership and potential removal from the program in future years.

III. OBLIGATIONS OF KYCC

- A. Complete Sex Offender Registry check, state background check and FBI fingerprint checks for each AmeriCorps member.
- B. Compile data from each AmeriCorps member and complete quarterly and end-of-year reports for the funder.
- C. Provide leadership to the KHEAA program advisor so she can be up-to-date on state and federal grant guidelines.
- D. Provide training for all Kentucky College Coaches AmeriCorps members and the program advisors, with input from members and program advisors.
- E. Conduct monitoring site visits with KCC AmeriCorps members and their host schools to ensure members are compliant with the grant guidelines and to provide any needed technical assistance to the members and/or the schools.

IV. TERM OF AGREEMENT

This AGREEMENT is effective from the date signed above through June 30, 2018. Any party has the right to terminate or cancel this AGREEMENT without cause upon thirty (30) days prior written notice to the other parties; however, termination or expiration of this AGREEMENT will not negate the obligations or rights of the parties incurred before such termination or expiration.

IV. MISCELLANEOUS PROVISIONS

- 1. The terms and conditions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their successors and assigns.

2. This AGREEMENT sets forth the entire understanding of the parties with respect to the subject matter hereof, supersedes all existing agreements among them concerning the subject matter hereof, and may be modified only by a written instrument duly executed by each of the parties hereto.

The undersigned agree to THIS MEMORANDUM OF UNDERSTANDING between the Kentucky Higher Education Assistance Authority (KHEAA) and Kentucky Campus Compact and Floyd County School District and Floyd Central High School.

AGREED TO BY:

Floyd Central High School

Name
Superintendent, Floyd County School District

Date

AGREED TO BY:

KENTUCKY CAMPUS COMPACT

Gayle Hilleke
Executive Director
Kentucky Campus Compact

Date

AGREED TO BY:

KENTUCKY HIGHER EDUCATION ASSISTANCE AUTHORITY

Dr. Carl Rollins
Executive Director
Kentucky Higher Education
Assistance Authority

Date

EXAMINED AS TO FORM & LEGALITY:

KHEAA Legal Counsel
Kentucky Higher Education
Assistance Authority

Date