

**JEFFERSON COUNTY PUBLIC SCHOOLS  
and  
THE YMCA OF GREATER LOUISVILLE**

**THE CHILD ENRICHMENT PROGRAM  
MEMORANDUM OF AGREEMENT**

This memorandum of agreement made and entered into this 12th day of June, 2019, by and between the Board of Education of Jefferson County, Kentucky (hereinafter "Board") and the Young Men's Christian Association of Greater Louisville (hereinafter "YMCA");

Whereas, the Board and YMCA recognize the need for a Before and After School Child Enrichment Program (hereinafter "CEP") that will also enable the children of working families to participate in a variety of physical, cultural, educational and social activities;

Whereas, the Board and YMCA desire to provide a sound staff structure to ensure excellence and program quality.

Therefore, the parties agree as follows:

1. The YMCA agrees to provide:
  - a) The program, the content of which is to be developed and mutually agreed upon by the YMCA and the Board, and which will serve Jefferson County Public School students assigned to the designated high, middle and elementary schools;
  - b) The staff, to include site directors, hired by the YMCA in consultation with the school principal, when possible, and to include monetary or personnel incentives to implement the program to be paid for by the YMCA;
  - c) Program supplies distributed on an equitable per capita basis using the Board bid list for any items needed and appearing on the list at a lesser price than otherwise available;
  - d) Registration;
  - e) Transportation (summer months).
2. The Board agrees to provide:
  - a) Facilities, however, the school is to have priority for the programming of school events and is to supply the CEP with suitable replacement space in the event that a room regularly scheduled for CEP use must be used;
  - b) Utilities;
  - c) Maintenance;
  - d) Transportation (school year).
3. The Board and YMCA will have mutual responsibility for:
  - a) Specialist programming, training and orientation;
  - b) Public relations, publicity and promotions;
  - c) A comprehensive program review in the fourth, eighth, and twelfth month;

- d) Licensing of sites; these fees to be paid by the CEP operating budget;
  - e) Annual program budget development;
  - f) Snacks (the Board to provide snacks during the school year and to be reimbursed from the program budget; the YMCA to provide snacks on break days, in-service days and during the summer and to be reimbursed from the program budget);
4. Liability. The YMCA assumes the liability for all activities conducted and supervised by YMCA staff and volunteers. The YMCA agrees to hold harmless the Board, its agents and employees from and against all losses, claims, expenses, actions, causes of action, costs, damages and obligations final or otherwise, arising from any and all acts of the YMCA, its agents or employees under the memorandum that result in injury to persons, damage of property or loss arising from the performance of this agreement. To the extent permitted by Kentucky law, the Board agrees to hold harmless the YMCA, its agents and employees from and against all losses, claims, expenses, actions, causes of action, costs, damages and obligations final or otherwise, arising from any and all acts of the Board, its agents or employees under the memorandum that result in injury to persons, damage of property or loss arising from the performance of this agreement.
  5. The YMCA and the Board agree to refrain from discriminating against any student or employee in the performance of this agreement or against any applicant for employment because of race, color, national origin, age, religion, marital or parental status, political affiliations or beliefs, sex, sexual orientation, gender identity, gender expression, veteran status, genetic information or disability.
  6. The YMCA and the Board shall have responsibility for independent annual audits paid for by CEP and a general review at the end of the 2019-20 school year. The review shall include but not be limited to review of the program, supplies, building use and transportation costs. The Board will receive monthly financial reports of the program costs and receipts.
  7. To offset the Board's expenses for the operation of the program, the YMCA will pay rent each month to the Board. For the 2019-2020 school year, the annual rent shall be a combination of fixed and variable expenses:
    - (A) \$70,000 fixed rent, plus
    - (B) \$244,160 variable rent, which will be adjusted in January 2020 based upon planned revenue growth. This adjustment will be determined by comparing the percentage change between (i) the total revenue the program earns during the 2019 YMCA fiscal year to (ii) the total revenue budgeted for the program in the 2020 YMCA fiscal year. In the event of an increasing revenue trend, the variable portion of rent will be increased by such percentage. In the event of a flat or declining revenue trend, the variable portion of rent will be held flat until the end of the contract term.

The total rent payment above shall be paid by the YMCA to the Board in twelve (12) monthly installments during the term of this agreement, on the 15<sup>th</sup> day of each month. In the event of an increasing revenue trend, the payment of the amount of the adjustment in the variable portion of rent will be divided equally among the six (6) monthly payments made during 2020.

8. Program philosophy, objectives, responsibilities, program ideas, and job descriptions found in the Childcare Enrichment Program Policy and Procedures Manual and mutually developed and agreed upon by the Board and the YMCA are made a part of this agreement by reference as though they were expressly rewritten and included herein.
9. Any amendments or modifications to this agreement shall be made in writing and signed by the parties.
10. This agreement shall be effective from July 1, 2019 through June 30, 2020.

Approved:

Young Men's Christian Association  
of Greater Louisville



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R. Stephen Tarver  
President/CEO

Board of Education  
Jefferson County, Kentucky

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Martin Pollio, Ed.D  
Superintendent