M E M O R A N D U M

**TO: RANDY POE, SUPERINTENDENT**

 **KAREN BYRD, CHAIRPERSON**

 **BOARD MEMBERS**

**FROM: DR. JIM DETWILER, DEPUTY SUPERINTENDENT/CAO**

**DR. JASON RADFORD, ASSISTANT SUPERINTENDENT, OFFICE OF SCHOOL AND SYSTEM IMPROVEMENT**

**DATE: DECEMBER 16, 2019**

**RE: MEMORANDUM OF AGREEMENT BETWEEN CARA BROWN, BCBA AND BOONE COUNTY SCHOOLS**

Attached is a service agreement between the Boone County Schools and Cara Brown – Board Certified Behavior Analyst for Florence Elementary, Collins Elementary and RA Jones Middle schools for the December 2019 to December 2020 calendar year.

* Direct services include: direct observation, staff development, functional behavior assessments (ranging from 6-15 hours includes behavior plan and assessment results, but additional hours may be requested based on the complexity of the case), meetings with parents, caregivers, and other professionals involved in the client’s programming.

This is a separate contract specific to these schools beyond the scope of the SPED contract previously established for the 2019-2020 school year.

I recommend the Board approve this memorandum of agreement as presented.

**Dr. James Detwiler**

**Deputy Superintendent/CAO**