

Kenton County School District | It's about ALL kids.

**THE KENTON COUNTY BOARD OF
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: www.kenton.kyschools.us

Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

August 29, 2019

AGENDA ITEM (ACTION ITEM):

Consider/Approve the MOU between the Kenton County School District and Make It Plain Consulting, LLC.

APPLICABLE BOARD POLICY:

0.11 Legal Status of the Board

HISTORY/BACKGROUND:

During the 2018-2019 school year, the Kenton County School District issued an RFP for the training and coaching of teachers, leaders, and students in diversity and inclusion. Through this process, Make It Plain Consulting will be facilitating 12 interactive training sessions for KCSD building and district leadership.

FISCAL/BUDGETARY IMPACT:

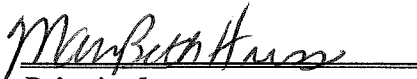
\$31,500.00

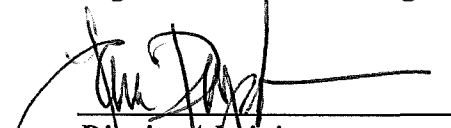
RECOMMENDATION:

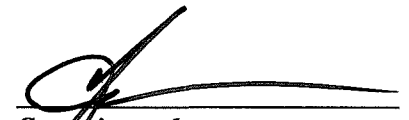
Approve the 2019-2020 the MOU between the Kenton County School District and Make It Plain Consulting, LLC.

CONTACT PERSON:

Mary Beth Huss, Director of Reducing Barriers to Learning


Principal


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Carla Egan Shannon Herold Jessica Jeh
"The Kenton County Board of Education provides Equal Education & Employment Opportunities."

MEMORANDUM OF UNDERSTANDING

Between

Make It Plain Consulting, LLC.

(Consultant)

and

Kenton County Public School District

(Client)

This Memorandum of Understanding ("MOU") is made and entered into this 23 day of August, 2019 (the "Effective Date") by and between Make It Plain Consulting, an limited liability company ("LLC"), 1212 Sycamore Street, Suite 21, Cincinnati, Ohio, 45202 and Kenton County Public School District, a public education agency ("Client"), 1055 Eaton Dr, Fort Wright, Kentucky, 41017. Make It Plain Consulting and Make It Plain Consulting, are collectively referred to herein as the "Parties" and sometimes individually referred to herein as a "Party."

Services

This Memorandum of Understanding (MOU) sets for the terms and understanding between the Kenton County Public School District and the Make It Plain Consulting, LLC. to perform Year One of "the training and coaching of teachers, leaders, and students in diversity and inclusion."

Consultant's tasks

Make It Plain Consulting will facilitate 12 fully interactive training sessions for Kenton County Public School District Principals, Assistant Principals, Counseling and Social Work Staff, and other identified District Leadership. The trainings will be held at Twenhofel Middle School, 11846 Taylor Mill Rd, Independence, KY 41051. These trainings will explore the concepts of Diversity and Inclusion. Each session will be 1 hour and 30 minutes in length, Make It Plain Consulting will provide a qualified professional to execute the program. Each facilitator/trainer will teach a class of 70 participants maximum. In addition, prior to training, the consultant shall create and administer an online survey for staff to capture data on the current state of diversity and inclusion throughout the district.

Time of Completion

The online survey will be administered prior to September 3, 2019. Training for Principals and identified leadership shall be performed September 3, 2019; October 12, 2019; February 4, 2020; and April 14, 2020. Training for Assistant Principals and identified leadership shall be performed September 5, 2019; October 7, 2019; February 6, 2020; and April 16, 2020. Training for Counseling and Social Work Staff shall be performed September 11, 2019; October 13, 2019; February 12, 2020; and April 22, 2020.

Fees

All fees and compensation for professional services shall be rendered according to the terms of this MOU. The Kenton County Public School District shall pay Make It Plain Consulting for all services stipulated in this MOU in the amount not to exceed **Thirty-One Thousand Five – Hundred Dollars (\$ 31,500.00)**.

Billing

Payment to CONSULTANT shall be made by MSD upon receipt of CONSULTANT'S periodic invoice for work performed and deliverables received and approved by MSD. CONSULTANT shall submit periodic invoices to Kenton County Public School District detailing the work performed within the applicable reporting period and an itemization of any expenses. At a minimum, each invoice shall contain the following information:

1. The date and number of the invoice
2. Date(s) of services
3. Detailed description of services/task(s)
4. Time spent performing services/tasks
5. Gross total of all hours and any listed expenses itemized by date and type of expense

Kenton County Public School District will use its best efforts to pay the CONSULTANT's bill within thirty (30) days of receipt, provided all invoices are in the required form and comply with the provisions of this Agreement.

Duration

This agreement is at-will and may be modified by mutual consent of authorized officials. This MOU shall become effective upon signature by the authorized officials from the Kenton County Public School District and Make It Plain Consulting LLC. and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials Kenton County Public School District and Make It Plain Consulting LLC. this MOU shall end no later than April 22, 2020.

Contact Information

Kenton County Public School District
Henry Webb, Ph.D.
Superintendent
1055 Eaton Drive
Fort Wright, Kentucky 41017
859-344-8888 (o)
859-344-1531 (f)
henry.webb@kenton.kyschools.us

Make It Plain Consulting, LLC.
Tommie Lewis, Jr.
President and CEO
1212 Sycamore Street, Suite 21
Cincinnati, OH 45202
513-421-2300 (o)
513-541-5589 (f)
Tommielewis@mipcllc.com

Signatures

Accepted and agreed to as of the Effective Date, August 23, 2019 by the authorized representative of each party:

(Partner signature)

(Henry Webb, Superintendent, Kenton County Public School District)

(Client)

Date: _____

(Partner signature)

(Tommie Lewis, Jr., President and CEO, Make It Plain Consulting, LLC)

(Consultant)

Date: _____