



## MEMORANDUM OF UNDERSTANDING

### *Arts In Mind*

Northern Kentucky Institute for Arts Education

Northern Kentucky Cooperative for Educational Services

This Memorandum of Understanding is made and entered into on **February 3, 2025**, between ***Northern Kentucky Cooperative for Educational Services (NKCES)***, at 5516 East Alexandria Pike, Cold Spring, KY 41076 and ***Boone County Schools (District)***, at 8330 US Highway 42, Florence, KY 41042.

#### Participating School(s) within the District:

1)
2)
3)
4)
5)

In accordance with *Access, Opportunity, Support: Arts for All in Northern Kentucky*, a project funded by the U.S. Department of Education's *Assistance for Arts Education* grant (PR Award #S351A210047; CFDA #84.351A; KDE Project Number 315X) **NKCES and the District agree to the following:**

#### Services to be Performed:

District agrees to perform the following services for NKCES:

- Monitor and support participating school(s) in completing the *Needs Assessment* and *Comprehensive Arts Plan* provided by NKCES.
- **By March 24, 2025**, submit a completed *Needs Assessment* and *Comprehensive Arts Plan* for each participating school, following templates, guidelines, and timelines provided by NKCES.
- Purchase **Materials** totaling at least **\$16,700** for each participating school as identified on the school's *Comprehensive Arts Plan* and as approved by NKCES.
  - Materials include instructional materials, digital resources, instruments, supplies, and tools, including adaptive tools, that support all learners, including disadvantaged students and students with disabilities, in the visual and performing arts (art, dance, music, and theatre).
- Pay expenses for **Partnerships** totaling at least **\$6,500** for arts experiences at each participating school as identified on the school's *Comprehensive Arts Plan* and as approved by NKCES.
  - Partnerships / Arts Experiences include teaching artists' visits, arts assemblies, and arts field trips supporting instruction in the visual and performing arts (art, dance, music, and theatre). Funds may be used to pay teaching artists or organizations, admission for

students and relevant adults, transportation, and other allowable costs directly related to each arts experience.

- Pay expenses for **Professional Development** totaling at least **\$6,195** for teachers at each participating school as identified on the school's *Comprehensive Arts Plan* and as approved by NKCES.
  - Professional Development expenses include stipends up to \$5,250 plus \$945 for the required fringe costs, and other allowable costs supporting professional development in the visual and performing arts (art, dance, music, and theatre). Stipends include \$500 for the CAP Committee Lead; \$250 for each CAP Committee member; and \$250 per workshop day for each member of the Professional Learning Team.
- Provide receipts or other documentation of materials purchased and allowable expenses, stipends, and related fringe costs paid.

### Time for Performance

Services will be performed between **February 10, 2025 - March 31, 2026** following the timeline and meeting the deadlines provided by NKCES and required by the grant.

### Payment

NKCES will pay the District **\$29,395.00** for each participating school's complete, submitted and approved *Comprehensive Arts Plan*.

\_\_\_\_\_  
Signature: District Designee

\_\_\_\_\_  
Date

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Signature: NKCES Designee

\_\_\_\_\_  
Date

Print Name: \_\_\_\_\_