

# Memorandum of Agreement for Training / Consulting Services

## Kenai Peninsula Borough School District                      FY2017 – 2018

### Artist-in-Schools (AIS) Unit Information

Artist \_\_\_\_\_ School \_\_\_\_\_  
 AIS unit name \_\_\_\_\_ Dates & times \_\_\_\_\_

### Partners

Asia Freeman AIS Coordinator	Teaching Artist	Principal
Bunnell Street Arts Center 106 W Bunnell Suite A Homer AK 99603 907-235-2662 <a href="mailto:asia@bunnellarts.org">asia@bunnellarts.org</a>	Address	School KPBSD 148 N Binkley St Soldotna AK 99660
	Phone Email	Phone School Email

### KPBSD School provides

Teacher, classroom, volunteer support and planning

School participation fee (*check one*)

\_\_\_\_\_ \$500 Generally, one week / 20 hours instruction plus artist preparation, meeting time, set up, teacher workshop, final sharing and clean up. Less than 100 students.

\_\_\_\_\_ \$1000 Generally, two weeks/ 40 hours instruction plus artist preparation, meeting time, set up, teacher workshop, final sharing and clean up. Less than 200 students.

\_\_\_\_\_ \$1500 Generally, three weeks / 60 hours instruction plus artist preparation, meeting time, set up, teacher workshop, final sharing and clean up. More than 200 students.

Materials art materials up to \$250 (*check one*)

- \_\_\_\_\_ School will provide art materials
- \_\_\_\_\_ School will reimburse artist materials (payable to Bunnell)

Transportation, lodging, per diem (if applicable) in the amount of \$\_\_\_\_\_ for \_\_\_\_\_ (description of cost)

**TOTAL REIMBURSEMENT NOT TO EXCEED \$\_\_\_\_\_**  
**charged to Account \_\_\_\_\_**

AIS Final Report with digital copies of Report requirements including Letter to the Editor, Letter to Alaska State legislators, school publicity, residency schedule, and photographic documentation (with parent release signatures if necessary)

KPBSD will provide a guest username and password allowing specific named users the ability to login to the "KPBSD Guest" wireless network. (Will not span multiple years)

**Trained Teaching Artist provides**

A background check performed by signing up through the KPBSD website as MOA/Outside Agency, including acknowledgement of [BP 4112.5 Security Check](#) and [AR 4112.5](#), BP 6161.4 Acceptable Use Policy/Internet Safety Policy, Confidentiality Statement using the link: <https://www.applitrack.com/kpbsd/onlineapp/default.aspx>

AIS unit - Hours below are split between instruction and all preparation, meeting time, set up teacher workshop, final sharing, clean up and Artist AIS reporting. *(check one)*

- 40 hour AIS unit (20 hours instruction for less than 100 students)
- 80 hour AIS unit (40 hours of instruction for less than 200 students)
- 120 hour AIS unit (60 hours of instruction for more than 300 students)

**Bunnell Street Arts Center provides**

Program administration and support

Artist payment (school fee + Bunnell match) upon completion of AIS unit and report *(check one)*

- \$1000 artist fee (one week unit)
- \$2000 artist fee (two week unit)
- \$3000 artist fee (three week unit)

Reimbursement to artist where applicable of *(check all that apply)*

- materials up to schools' \$250 budget
- pre-approved materials exceeding school's \$250 budget
- local transportation upon presentation of gas receipts
- other pre-approved costs (transportation, lodging, per diem)

Bunnell shall defend, indemnify, and hold harmless KPBSD for any claims, causes, action, or liability resulting from the negligence or other acts of Bunnell or its employees arising from or relating to the performance of services under this agreement.

Signed and dated

Asia Freeman  
AIS Coordinator

Artist Name  
Teaching Artist

Principal Name  
Title, School