Ravenswood City School District
ADMINISTRATIVE OFFICE
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Ravenswood Community School Program
Memorandum of Understanding (MOU)
Year 8: July 1, 2014—June 30, 2017

PURPOSE
The purpose of this MOU between the City of Menlo Park ("City") and the Ravenswood City School District ("District") is to articulate roles and responsibilities for the successful implementation of the Community School Program (hereinafter referred to as the "Program") in the District Schools located in the City. The overarching goal is to support the effective implementation of the Community School approach and work toward meeting the conditions for learning outlined in the Community School model. The purpose of Community Schools is to offer an array of social support services at the school sites, offer an extended school day, apply best practices for parental involvement, and provide youth with enrichment activities that contribute toward academic achievement and positive social/emotional development. The end result is an active school community that sustains itself through public and private partnerships which positively impact students, their families and the surrounding community.

District and City will work towards the accomplishment of the following overall objectives:

1. Implement and operate the Program, according to an annually updated, collaboratively defined work plan which includes mutually agreed upon outcomes approved by the District and the City. Specific goals will be:
   1. Achieving grade level reading of 80% of 3rd graders or advanced levels by June 2017; and
   2. Providing more safety net opportunities and access to Program related assistance for all students and families; and
   3. Conducting an annual school needs assessment; and
   4. Increasing parental engagement capacity as decision makers and advocates for their children's education process.

2. Representatives will meet at least quarterly to evaluate and discuss student outcomes. Evidence of success will be evaluated by behavior referrals, suspensions, attendance, parent engagement and other factors determined by both parties.

3. Annual evaluation of the successes and challenges based on the strategic work plan, demonstrating to public leadership the value of the Program.

The District will be responsible for:

- Hiring, supervising, and compensating the Community School Coordinator (CSC)
  (the classification of the position is at the discretion of District);
- Empowering each Principal to work closely with the CSC to provide services;
• Creating a partnership between the CSC and each school Principal to be collectively responsible for coordinating and managing providers and community partners and their services to each school;
• Resolving all District employment issues;
• Leading Program evaluation efforts, including identifying evaluation design, data collection, interpretation and dissemination, as appropriate;
• Making available relevant evaluation data for the Program, as appropriate;
• Participating in learning community meetings with the City and other partners to discuss progress and lessons learned, as appropriate;
• Working with community partners to accomplish the goals and objectives of the Program, and be a champion of the community schools approach;
• Sharing the outcomes of the Program; and
• Participating in District special events and collaborative partner meetings.

The City will be responsible for:

• Contributing $30,000 annually to the District to support the Program in the schools within the City’s boundaries;
• Collaborating with the District to evaluate progress, as appropriate; and
• Working with the District and other community partners to accomplish the goals and objectives of the Program approach.

PAYMENT DATES
The City shall pay the School District the annual funding obligation ($30,000) on or before December 1st of each fiscal year and/or within 30 days of receipt of this signed MOU. The District shall generate an invoice for the City’s use in processing the payment.

TERM OF MOU
The term of this MOU shall run from July 1, 2014 through June 30, 2017, unless any party to this MOU notifies the other parties, in writing, of its election to terminate the MOU: (a) due to lack of available funds, not less than thirty (30) days prior to the commencement of any fiscal year (i.e., prior to July 1); or (b) for any other reason, not less than sixty (60) days prior to commencement of any fiscal year. Notwithstanding the foregoing, each party hereto shall be obligated to fund its required financial contribution through the effective date of termination of this MOU.

HOLD HARMLESS

A. District shall indemnify, hold harmless and defend the City and the City’s trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent act(s) or omission(s) of District and/or its employees or agents in their performance of this Memorandum of Understanding. Any right to indemnification shall not apply to acts of willful negligence or illegal actions.

B. The City of Menlo Park shall indemnify, hold harmless and defend the District and its trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent act(s) or omission(s) of the City of Menlo Park and its employees or agents in their performance of this Memorandum of Understanding.
C. In the event of the concurrent negligence of the District and/or its officers and/or employees and the City of Menlo Park, its officers and/or employees, the liability for any and all claims for injuries which arise out of the performance of this contract shall be apportioned under "California's Theory of Comparative Negligence" as presently established or as may hereafter be modified.

AMENDMENT OF MOU
This MOU contains all of the terms and conditions agreed upon by all of the parties. No amendment or modification shall be valid unless made in writing and signed by all of the parties. No oral understanding or agreement shall be binding.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

City of Menlo Park
Alex D. McIntyre
City Manager

Ravenswood City School District
Dr. Gloria M. Hernandez-Goff
Superintendent