Old Gallinas Children's Center and Venetia Valley K-8 School
Pre K to 3rd Grade Initiative
2016-2017 Memorandum of Understanding

Attn:	Juan Rodriguez	**Contract Year:**	2016-2017
School:	Venetia Valley	**Summary of Services:**	Participation in Design Team Alignment Efforts in Pre-School and K-3 Programs Family Engagement and Family Literacy PreK-3 Programs/Biliteracy Program Leadership Capacity Building
Address:	Old Gallinas	**Total Payable to OG**	$10,000

This Memorandum of Understanding is confirmed between Venetia Valley K-8 School and Old Gallinas Children's Center for the purpose of participating in the Pre-K to 3rd Grade Initiative.

The school agrees to provide:

- Creation of referral network and access to Family Center staff and basic needs and health care case management support; family engagement coordination hours
- Coordination of parent education nights and family literacy programs ("Familias Unidas" – SEAL model)
- Facilitate PreK-K transition meetings for teachers and Family Center staff; coordination of collection of PreK release and exchange of information forms
- Provide K enrollment support and family orientations
- Coordination of PreK-K teacher – class observations ("Learning Walks"), shared professional development (including consultations with Academic Dean, SEAL Coaches and Bi-Literacy Coach.)
- Professional development support, training and curriculum alignment support
- Family leadership recruitment, training, and support – Leader to Leader workshops and "Emerging Leaders" project support
- Use of appropriate workspace in the Venetia Valley (VV) Family Center for staff as needed or other appropriate school space as available
- Principal and site leaders' time for ensuring coordination of services; meeting time with VV teachers and administrative staff
- Extra hours compensation and substitutes as needed for meeting attendance and after hours collaboration of Old Gallinas teachers as participants in the PreK to Grade 3 Initiative and Bi-Literacy Program

Old Gallinas Children's Center agrees to provide:

- PreK to K transition support and preK-K curriculum and program alignment; creation of data and communication loop
- Extended Learning Support – alignment with after school and PreK programs
- Family outreach support and alignment of family programs
- Participation in KOF data collection, CELDT and other assessments to support bi-literacy and PreK-3 programs
- Participation on Design team
- Meeting time with teachers and administrative staff to participate in shared professional development, coordinate services, and support school programs

Principal and Old Gallinas Children's Center Director will meet regularly at agreed upon times and/or as necessary to ensure the progress and quality of services provided. This Memorandum of Understanding is in effect for the school year 2016-2017. Changes to the agreement may be made with the agreement of both parties.

Superintendent, SRCS — Date

Liz Burns, — 11/7/16 Date
Community Action Marin
Old Gallinas Children's Center Operator

Juan Rodriguez, Principal — 11/7/16 Date
Venetia Valley K-8 School