



MARIN COUNTY OFFICE OF EDUCATION

1111 Las Gallinas Avenue/P.O. Box 4925
San Rafael, CA 94913-4925
marincoe@marinschools.org

MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6625

Marin County Office of Education and San Rafael City Schools

MEMORANDUM OF UNDERSTANDING

This Agreement, by and between the Marin County Office of Education (hereinafter referred to as the "MCOE") and San Rafael City Schools (hereinafter referred to as SRCS), is to verify the MCOE commitment to provide two workshops and instructional consultation support to SRCS.

The parties agree as follows:

1. SRCS hereby agrees to pay MCOE, upon receipt of invoice, \$1, 136 for (two) two hour workshops with teachers. This includes prep time, consultation with district staff and the workshop.
 - Workshop One is scheduled for March 1, 2017.
 - Topic of workshop includes: MIFF (Management, Involvement, Feedback and Focus), Side-by Side, Accountable Talk and Intentionality of Planning and Implementing Math Lessons.
 - Workshop Two is to be scheduled between March and May at a time mutually convenient to both parties.
 - Topic of workshop includes: Math Fluency, Problem Solving, Video Reflection and Intentionality of Planning and Implementing Instructional Strategies.
2. Additional workshops may be arranged based on availability of MCOE staff. Eileen Smith will plan and facilitate the workshops while working in collaboration with the teachers and Administrators of SRCS. Pricing will be based on prep time required and hours spent with teachers and staff.

The terms of this Memorandum of Understanding shall be from January 23, 2017 through June 30, 2017 unless otherwise modified as provided herein.

Superintendent/Designee
San Rafael City Schools

Superintendent / Designee
Marin County Office of Education

Date: _____

Date: _____