

# Memorandum of Understanding

This agreement is entered into between Parent Services Project Inc. and San Rafael City School for the purpose of supporting School Readiness efforts in the Canal Area of San Rafael. It is agreed that the activities outlined below will take place during the time period July 1, 2017- June 30, 2018.

## Scope of Work

### **Under this agreement, Parent Service Project will:**

- Coordinate with the Pre-K collaborative to create and facilitate “School Readiness” workshops. These workshops will be offered to all new and incoming (preschool) families (families new to the district, new to the U.S. school system). The focus is on kindergarten readiness-how to work with your child over the next few months to prepare him/her for kindergarten. In addition they will discuss social emotional literacy, dual language learners, get ready for kindergarten, family and student responsibilities, where to get support, etc. These workshop/s will be offered in October, February, April and June.
  - a. Bring together a team to create these 1.5 hour, interactive class
  - b. Offer/create multilingual, easy-to-understand materials
  - c. Recruit families (through enrollment office, preschool and playgroup referrals)
  - d. Facilitate 4-workshops

**(Total estimated time 15 hours X \$100/hr. rate, not to exceed \$1,500)**

Mayra Perez, Deputy Superintendent  
San Rafael City Schools

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Balandra Fregoso, Executive Director  
Parent Services Project

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