



MEMORANDUM OF UNDERSTANDING
Between SAN RAFAEL CITY SCHOOLS (SRCS)
and
10,000 Degrees, Academic Support

San Rafael City Schools (SRCS) and 10,000 Degrees Academic Support enter into this Memorandum of Understanding (MOU) for the purpose of maintaining volunteers as tutors in San Rafael City Schools during the 2017-18 school year.

Background

10,000 Degrees Academic Support (formerly Marin County School Volunteers) has coordinated placements for screened and trained volunteer tutors in San Rafael Elementary Schools since 1997. In that time, over 4,000 community volunteer tutors have been placed in schools and homework centers in SRCS. School-based tutoring and mentoring programs have long been understood to help youth achieve educational goals, validate their innate abilities, and provide guidance for becoming successful adults. The relationship between an adult mentor and a child can be an undeniably powerful tool in maximizing the student's ability to realize his or her potential, and a gratifying experience for the adult. The program currently provides volunteer tutors at all SRCS sites, with an emphasis on sites with a large proportion of high need students (ELL and students from low income families).

2017-18 Program

10,000 Degrees Academic Support will recruit, screen, train, place and support volunteer tutors in classrooms in all San Rafael schools, with a focus on the highest need sites: Bahia Vista, Coleman, Laurel Dell, San Pedro, Short, Venetia Valley, Davidson, San Rafael HS and Terra Linda HS. 10,000 Degrees Academic Support currently has 144 volunteers placed at these schools, representing over 50% of our volunteers overall. All volunteers will receive a minimum of 6 hours of training in their first year and continued training opportunities every year thereafter. Training topics include tutoring essentials, positive behavior management, Common Core and working effectively with English Language Learners. 10K Program Managers and school site coordinators support volunteers' placements, tutoring concerns and communication with teachers. Program staff will ensure that screening includes an intake interview, fingerprint clearance and TB clearance.

Overview

This MOU establishes a framework for a formal working relationship between the parties to this agreement and specifies the services and resources that each commits to this program. The primary responsibilities of each party are:

Responsibilities of the San Rafael City Schools:

- Provide a liaison for communication between 10,000 Degrees and SRCS
- Integrate the 10,000 Degrees Academic Support and volunteers into the school sites
- Provide \$12,500 to 10,000 Degrees Academic Support for volunteer tutors, training and coordination
- Support teachers and administrators in participating in surveys and other requests for information and feedback regarding the program, its tutors and student progress, including the collection of standardized test scores as determined by the program and site principals.

Responsibilities of 10,000 Degrees Academic Support :

- Manage its volunteers, including recruiting and screening new volunteer tutors, and training new and returning volunteer tutors (manage fingerprints and TB clearance)
- Orient teachers and staff to the program, and coordinate teachers'/students' tutoring needs
- Orient new volunteers to their school, including school policies, procedures and introductions to staff
- Place volunteer tutors, then follow up with volunteers and teachers after placement
- Conduct annual surveys of volunteers, administrators and teachers regarding the program

Budget (See attached Budget)

Training provided by 10,000 Degrees
Coordination of tutor assignments and services
Supplies

Total Funding Provided by SRCS:

\$12,500 for the 2017-2018 academic year

Please remit payment to:

10,000 Degrees
1650 Los Gatos Drive, Suite #110
San Rafael CA 94903

Terms of Agreement

The terms of this MOU shall be from September 1, 2017 to June 30, 2018 and may be extended by written agreement of both parties. Either party, upon 30 day written notice to the other party, may terminate this agreement.

Agreed:

Dr. Mayra Perez
Deputy Superintendent, Education Services
San Rafael City Schools

Date_____

Pamela Franklin, Ph.D.
Program Director
10,000 Degrees Academic Support

Date_____