

MEMORANDUM OF UNDERSTANDING

Between

San Rafael City Schools

and

Bay Area Community Resources for
LEAP Summer Preparation Services

INTENT

It is the intent of this MOU to specify the agreement between San Rafael City Schools and Bay Area Community Resources for the purpose of providing summer preparation services for the San Rafael City Schools 2018 LEAP Summer Program. The summer LEAP program will be developed and administered by the San Rafael City schools with a sub-contract to Bay Area Community Resources to provide program coordination, enrichment curriculum, classroom assistants and enrichment program leaders. This MOU is in addition to the 2018 LEAP summer MOU and covers non-direct services to support the summer LEAP program.

SCOPE OF WORK and PAYMENT FOR SERVICES:

As part of this agreement Bay Area Community Resources agrees to:

- Work closely with the District to provide a high quality summer programming with multiple opportunities for family engagement leading towards student recruitment.
- Recruit and screen staff (bilingual if possible) for summer programming
- Work closely with school administrators to identify and recruit students for participation in summer program using guidelines set by SRCS.
- Disseminate information to parents via newsletters and parent meetings
- Provide childcare for parent meeting and family events
- Purchase all materials and supplies for family engagement activities including food
- Provide any service or purchase any materials within the scope and budget of this MOU that will support the recruitment of staff and students for summer LEAP as requested by the SRCS district after school coordinator
- Maintain a financial accounting of all operating expenses.

Terms:

BACR will be the sole employer of the any direct service staff selected for program participation in the San Rafael City School District. BACR will be solely responsible for paying staff salaries, salary related costs and benefits, if any.

BACR shall provide written assurance upon request to the San Rafael City School District that each of its employees has been fingerprinted and cleared such clearance, has been provided child abuse reporting training and has been tested for Tuberculosis.

BACR will maintain workers compensation insurance for each of its employees as required by law. BACR will also maintain a general liability insurance policy in the amount of \$1,000,000 per event naming the San Rafael City School District as an additional insured. A copy will be sent to the San Rafael City School District upon request.

Total Cost of Above Services

\$3,500

Financial Agreements:

Subcontract amount: San Rafael City Schools will pay Bay Area Community Resources the sum of **\$3,500.00** for the 2018 summer program support services beginning April 1, 2018 through June 15, 2018.

Payments:

\$3,500 on 5/15/2018

The undersigned agree to the terms and conditions of this agreement:

Martin Weinstein

2/20/18

Martin Weinstein, BACR ED

Date

SRCS After School Program Coordinator

Date

San Rafael City Schools Deputy Superintendent

Date