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MICHELLE HUTCHINS
Superintendent of Schools

SERVICE

EXCELLENCE

INNOVATION

TEAMWORK

MEMORANDUM OF UNDERSTANDING
2021-2022
YOUNG AUTHORS' FAIRE GRANT

MENDOCINO COUNTY OFFICE OF EDUCATION
AND
UKIAH UNIFIED SCHOOL DISTRICT

This Memorandum of Understanding ("MOU") is entered into by and between the Mendocino County Office of Education ("MCOE") and the Ukiah Unified School District ("DISTRICT") for the fiscal year beginning July 1, 2021 and ending June 30, 2022. The purpose of this MOU is to specify the terms of the agreement regarding the MCOE Student Event known as the Young Authors' Faire Grant ("AUTHORS").

It is mutually agreed between parties as follows:

WHEREAS, the Mendocino COE Board of Education has approved funding for the AUTHORS for the 2021-2022 school year.

YOUNG AUTHORS' FAIR GRANT PURPOSE: The purpose of the Young Authors' Fair is to encourage children to write and publish their own books, and then to recognize the students for their accomplishments.

DISTRICT AGREES TO: 1) Ensure these services are coordinated by a school representative; 2) Use this allocation for no other purpose than the Young Authors' Faire and that the work performed should be completed prior to the last day of school; 3) Complete the end of year report found here: <https://forms.gle/Tik1LAxDP9aFJHpd7>; and 4) Forward an invoice to MCOE by June 12, 2022

All correspondence relating to this MOU should be addressed to: Mendocino County Office of Education, ATTN: Robyn Ruiz, 2240 Old River Road, Ukiah, CA 95482.

MCOE AGREES TO:

Reimburse DISTRICT for an amount not to exceed \$1000.00 awarded to Calpella Elementary School.

Reimburse DISTRICT for an amount not to exceed \$1098.29 awarded to Frank Zeek Elementary School.

AMENDMENT: This MOU may be modified or amended at any time by written mutual agreement of the parties. This agreement may be terminated by either party for any reason by delivery of a written notice thirty (30) days prior to the date of termination.

AUTHORITY TO CONTRACT: The undersigned person, if signing on behalf of an organization, warrants that he or she has the authority to enter into this Memorandum of Understanding on behalf of the organization.

In witness whereof, the parties have executed this MOU on the date written:

Mendocino County Office of Education
2240 Old River Road, Ukiah, CA 95482

Ukiah Unified School District
511 S. Orchard Ave. Ukiah, CA 95482

BY: _____
Superintendent or Designee

BY: _____
Superintendent or Designee

DATE: _____

DATE: _____