

Memorandum of Understanding Between  
Elk Grove Unified School District and  
Improve Your Tomorrow, Inc

**Purpose:**

The agreement specifies the expectations of the partnership between Elk Grove Unified School District (EGUSD) and Improve Your Tomorrow (IYT) to implement the IYT College Academy specifically designed for young men of color at Valley High School, Florin High School, Monterey Trail High School, James Rutter Middle School, and Samuel Jackman Middle School. The partnership takes effect on July 1, 2019 and is effective through June 30, 2020.

**Description of Services:**

Under this agreement, IYT agrees to provide tutoring, mentorship, life skills workshops, college workshops, college tours and career exploration to one hundred and eighty (150) 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> graders at Valley High School, one hundred (100) 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> graders at Florin High School, (80) 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> graders at Monterey Trail High School, seventy-five (75) 7<sup>th</sup> and 8<sup>th</sup> grade students at Samuel Jackman Middle School, fifty (50) 7<sup>th</sup> and 8<sup>th</sup> grade students at James Rutter Middle School. Under this agreement, EGUSD agrees to pay \$546,000 to Improve Your Tomorrow.

**Improve Your Tomorrow will:**

1. Complete a facility use agreement for Valley High School, Florin High School, Monterey Trail High School, James Rutter Middle School, Samuel Jackman Middle School and provide the required certificate of insurance.
2. Ensure all employees comply with Education Code requirements, which includes undergoing a criminal background check (ie: EGUSD finger printing).
3. Gather formative assessment data to reflect IYT's progress at each site, to include overall program attendance.
4. Provide to Research and Evaluation Department (RED) a participants' list to include the names of each student participating in the program, by school, his district identification number, and a record of his daily attendance in the program
5. Administer the SEL (Social Emotional Learning) survey to all program participants. The survey will be provided by RED.
6. Conduct a parallel evaluation of program progress to include the metrics listed in this contract, and will meet with RED to discuss outcomes.
7. Coordinate all IYT activities with the principals of Valley High School, Monterey Trail High School, Florin High School, Samuel Jackman Middle School and James Rutter Middle School. Services include but are not limited to the following:

**Valley High School, Florin High School and Monterey Trail High School Program**

*Academic Support*

- Weekly group study halls
- Small group/ one to one tutoring
- Monthly life skills and college preparation workshops

### *College Preparation Initiative*

- Advising on college planning and preparation
- Personal statement coaching on college application essays
- College/University visits

### *Workforce Development*

- Paid summer internship opportunities
- IYT College Hire Program (We hire IYT college students to work as mentors/tutors to IYT high/middle school students)
- 1-2 Volunteer opportunities per year

### *Mentorship*

- Small group and individual mentorship

### Samuel Jackman Middle School and James Rutter Middle School

#### *Academic Support*

- Weekly group study halls
- Small group/ one to one tutoring
- Monthly life skills workshops

### *College Preparation Initiative*

- Advising on college planning and preparation
- College/University visits
- 1-2 volunteer opportunities

### *Mentorship*

- Small group and individual mentorship

### **Methods of Assessment**

Elk Grove Unified School District will evaluate the effectiveness of IYT by analyzing key performance indicators for students served by IYT, including:

#### Valley High School Key Performance Indicators

- Increase in grade point average for students in the program a minimum of 4 semesters
- College attendance rates for students in the program a minimum of 4 semesters
- Improved attendance rate for students in the program a minimum of 2 semesters
- Decline in suspension/expulsion rate for students in the program a minimum of 2 semesters
- Qualitative survey measuring students school engagement, campus belonging, improved campus relationships and college knowledge for all students participating in program

#### Florin High School Key Performance Indicators

- Increase in grade point average for students in the program a minimum of 4 semesters
- College attendance rates for students in the program a minimum of 4 semesters
- Improved attendance rate for students in the program a minimum of 2 semesters
- Decline in suspension/expulsion rate for students in the program a minimum of 2 semesters
- Qualitative survey measuring students school engagement, campus belonging, improved campus relationships and college knowledge for all students participating in program

#### Monterey Trail High School Key Performance Indicators

- Increase in grade point average for students in the program a minimum of 4 semesters
- College attendance rates for students in the program a minimum of 4 semesters
- Improved attendance rate for students in the program a minimum of 2 semesters
- Decline in suspension/expulsion rate for students in the program a minimum of 2 semesters
- Qualitative survey measuring students school engagement, campus belonging, improved campus relationships and college knowledge for all students participating in program

#### Samuel Jackman Middle School Key Performance Indicators

- Attendance Rate for all students participating in program
- 8<sup>th</sup> Grade Promotion Rate for all students participating in program
- Qualitative survey measuring students school engagement, campus belonging, improved campus relationships and college knowledge for all students participating in program
- Reduction in the number of D's and F's as compared to the previous semester for all students participating in program

#### James Rutter Middle School Key Performance Indicators

- Attendance Rate for all students participating in program
- 8<sup>th</sup> Grade Promotion Rate for all students participating in program
- Qualitative survey measuring students school engagement, campus belonging, improved campus relationships and college knowledge for all students participating in program
- Reduction in the number of D's and F's as compared to the previous semester for all students participating in program

Annually, Improve Your Tomorrow will submit an evaluation form to EGUSD, Valley High School, Florin High School, Monterey Trail High School, James Rutter Middle School and Samuel Jackman Middle School no later than 4 weeks after grades have posted for the Spring semester.

**Elk Grove Unified School District (EGUSD) will:**

1. Provide a dedicated workspace, office keys, furniture, technology, supplies and equipment for the Improve Your Tomorrow instructional program without charging a facility use fee.
2. Provide access to school site during Improve Your Tomorrow programming
3. Complete data sharing memorandum of understanding
4. Provide funding of **\$546,000** to be paid with an initial start-up payment of **\$273,000** on July 1, 2019 and the remaining balance of **\$24,818.18** paid as invoiced equal in monthly increments from August 2019 through June 2020 payable within 30 days from time of invoice to Improve Your Tomorrow, with payments directed to the following address:

Improve Your Tomorrow  
4229 Northgate Blvd Suite 5  
Sacramento, CA 95834

**Terms:**

The term of this Memorandum of Understanding shall commence July 1, 2019 and end June 30, 2020.

**Termination Clause:**

Either party may terminate this agreement without cause upon ninety (90) days written notice to the other party. Notice shall be deemed served on the date of the mailing.

**Signatures:**

The following authorized signatures have agreed to the responsibilities stated within this Memorandum of Understanding:

\_\_\_\_\_  
Michael Lynch, CEO  
Improve Your Tomorrow

Date:\_\_\_\_\_

\_\_\_\_\_  
Craig Murray, Assistant Superintendent of Schools,  
Secondary Education  
Elk Grove Unified School District

Date:\_\_\_\_\_

\_\_\_\_\_  
Shannon Hayes, CFO  
Finance and School Support  
Elk Grove Unified School District

Date:\_\_\_\_\_