

MEMORANDUM OF UNDERSTANDING

between

Jennifer Couture

and

Sun Valley Elementary School, San Rafael, CA

This agreement is made between “Jennifer Couture”, hereinafter called Mindful Group Teacher and “Sun Valley Elementary School, San Rafael, CA”, hereinafter called Sun Valley Elementary School. The parties hereby agree to the following terms and conditions of the partnership.

I. Purpose and Intent

The purpose of this Memorandum of Understanding (“MOU”) is to clearly identify the roles and responsibilities of each party as they relate to Mindful Groups being taught within Sun Valley Elementary School.

II. Mindful Group Teacher Responsibilities Under This MOU

Mindful Group Teacher shall undertake the following activities:

- Teaching Mindful Groups
 - Series of four and five 30-minute sessions per each agreed group that includes 25-minutes of group time, as well as 5-minutes of set-up/cleanup (suggested dates Attachment A)
 - Utilizing a variety of curriculum around friendship, bullying, social skills, etc as per the needs of group members (example Attachment B)
- Curriculum Preparation and Post-session material including:
 - Making copies of all worksheets and handouts for each group
 - Obtaining and furnishing all necessary materials for each group
 - Identifying any supports/referrals that are needed for students and families as the group progresses (based on student/caregiver request or Mindful Group Teacher’s observation)
- Support Sun Valley Elementary School in identifying alternate group days/times in the event that a group is cancelled due to unforeseen circumstances

III. Sun Valley Elementary School Responsibilities Under This MOU

Sun Valley Elementary School shall undertake the following activities:

- Prescreening, Screening and Consent of group members
 - Sun Valley Elementary School administrator/counselor/key personnel will collaboratively develop a plan for identification of students, outreach to caregivers, and logistics around implementing groups....including finding a consistent, confidential space in which to hold the Mindful Group each week.
 - Sun Valley Elementary School is responsible for obtaining consent for each referred student to screen, treat and participate in the Mindful Group.
 - A copy of each consent will be provided to Mindful Group Teacher.
- Scheduling Mindful Group based on agreed upon time frames proposed by Mindful Group Teacher
- Support Mindful Group Teacher in identifying alternate group days/times in the event that a group is cancelled due to unforeseen circumstances
- Agreed upon compensation to Mindful Group Teacher for services provided. Financial information attached (Attachment C)
 - Should school's needs change and/or services not needed as outlined in attachment (Attachment B), total fee will reflect as such. Fees invoiced/charged to school will *only* include services provided

IV. Effective Date and Signature

This MOU shall be in effect upon the signature of Mindful Group Teacher and Sun Valley Elementary School's authorized officials. It shall be in force from November 1, 2018 to June 13, 2019. Mindful Group Teacher and Sun Valley Elementary School indicate agreement with this MOU by their signatures.

Jennifer Couture
Mindful Group Teacher

Sun Valley Elementary School
San Rafael, CA

Jennifer Couture, LMFT #90337
415.578.0588 www.childtherapymarin.com

Sun Valley Elementary Representative

Date

Date

Sun Valley Elementary Representative

Date

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Attachment A

Suggested dates for Mindful Groups at Sun Valley Elementary School 2018-2019 School Year:

November 2018				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
December 2018	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
January 2019		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	
February 2019					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	
March 2019					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
April 2019	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30			
May 2019			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

Mindful Classrooms

1) Group One:

Mondays 11-11:25am

- 1) 11/19/18
- 2) 11/26/18
- 3) 12/3/18
- 4) 12/10/18
- 5) 12/17/18

2) Group Two:

Mondays 11:35-12pm

- 1) 11/19/18
- 2) 11/26/18
- 3) 12/3/18
- 4) 12/10/18
- 5) 12/17/18

3) Group Three:

Tuesdays 11-11:25am

- 1) 11/20/18
- 2) 11/27/18
- 3) 12/4/18
- 4) 12/11/18
- 5) 12/18/18

4) Group Four:

Tuesdays 11:35-12pm

- 1) 11/20/18
- 2) 11/27/18
- 3) 12/4/18
- 4) 12/11/18
- 5) 12/18/18

5) Group Five:

Tuesdays 11-11:25am

FOUR Dates TBD (Jan-Feb) based on Mindful Classrooms dates

6) Group Six:

Tuesdays 11:35-12pm

FOUR Dates TBD (Jan-Feb) based on Mindful Classrooms dates

7) Group Seven:

Thursday 11-11:25am

FOUR Dates TBD (Jan-Feb) based on Mindful Classrooms dates

8) Group Eight:

Thursday 11:35-12pm

FOUR Dates TBD (Jan-Feb) based on Mindful Classrooms dates

9) Group Nine:

Tuesdays 11-11:25am

FIVE Dates (March)
TBD based on Mindful Classrooms dates

10) Group Ten:

Tuesdays 11:35-12pm

FIVE Dates (March)
TBD based on Mindful Classrooms dates

11) Group Eleven:

Thursday 11-11:25am

FIVE Dates (March)
TBD based on Mindful Classrooms dates

12) Group Twelve:

Thursday 11:35-12pm

FIVE Dates (March)
TBD based on Mindful Classrooms dates

13) Group Thirteen:

Tuesdays 11-11:25am

FIVE Dates (April-May)
TBD based on Mindful Classrooms dates

14) Group Fourteen:

Tuesdays 11:35-12pm

FIVE Dates (April-May)
TBD based on Mindful Classrooms dates

15) Group Fifteen:

Thursday 11-11:25am

FIVE Dates (April-May)
TBD based on Mindful Classrooms dates

16) Group Sixteen:

Thursday 11:35-12pm

FIVE Dates (April-May)
TBD based on Mindful Classrooms dates

Sample Curriculum – 4th Grade Mindful Girls Group

Weird! Dare! Tough! (Weird! Book Series)
by Erin Frankel, illustrated by Paula Heaphy

True-to-life stories of bullying told from all perspectives: the role of the target, the bystander, and the person doing the bullying.

These three books tell the story of an ongoing case of bullying from three third graders' perspectives. Luisa describes being targeted by bullying in *Weird!* Jayla shares her experience as a bystander to bullying in *Dare!* In *Tough!*, Sam speaks from the point of view of someone initiating bullying. Kids will easily relate to Luisa, Jayla, and Sam, as each girl has her own unique experience, eventually learning how to face her challenges with the help of friends, peers, and caring adults. Readers will enjoy tracking details that carry over from one book to another. Each book concludes with "activity club" pages for kids, as well as information to help parents, teachers, counselors, and other adults reinforce the books' messages and foster dialogue with children.

Weird! (Book 1)

Luisa is repeatedly teased and called "weird" by her classmate Sam, even though she is simply being herself—laughing with her friends, answering questions in class, greeting her father in Spanish, and wearing her favorite polka-dot boots. Luisa initially reacts to the bullying by withdrawing and hiding her colorful nature. But with the support of her teachers, parents, classmates, and one special friend named Jayla, she is able to reclaim her color and resist Sam's put-downs.

Dare! (Book 2)

Jayla feels threatened by her classmate Sam, who has bullied her in the past for her "nerdy" love of astronomy and stars. Sam is now bullying Jayla's friend Luisa, and she enlists Jayla to participate. Jayla reluctantly joins in but soon realizes it is wrong. With the help of caring adults and friends, Jayla comes to sympathize with Luisa and finds the courage to dare to stand up to Sam and put an end to the bullying.

Tough! (Book 3)

Sam is concerned about keeping things orderly and "cool" at school. She thinks people need to have a tough skin in order to fit in and withstand others' meanness and lack of cooperation. Sam teases her free-spirited classmate Luisa and enlists a friend, Jayla, to help. But when Sam is confronted by a concerned teacher about her bullying, and Jayla turns on Sam and befriends Luisa, Sam begins to show some heart and rethink her treatment of others.

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Attachment C

Description	Fee	Number of Groups	Actual
Five 30-minute Mindful Group sessions (25 minute group + 5 minute cleanup/setup) Total of 2-1/2 hours per group @ 100 an hour	\$250 per group	12 (total of 60 sessions)	\$3,000
Four 30-minute Mindful Group sessions (25 minute group + 5 minute cleanup/setup) Total of 2 hours per group @ 100 an hour	\$200 per group	4 (total of 16 sessions)	\$800
Total: 30 hours teaching five-session-groups + 8 hours teaching four-session-groups 38 hours of teaching			

	Sub-Total		\$3,800
	Discount Offered	%	(\$)
	Estimated TOTAL		\$