



LUCIA MAR UNIFIED SCHOOL DISTRICT
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Arroyo Grande

Nipomo

Grover Beach

Ocean View

Pismo Beach

MEMORANDUM OF UNDERSTANDING
CITY OF ARROYO GRANDE RECREATION SERVICES DEPARTMENT
AT OCEAN VIEW ELEMENTARY SCHOOL
BRIGHT FUTURES AFTER-SCHOOL SUMMER LEARNING PROGRAM, FY-2021-2022

This Memorandum of Understanding is between Lucia Mar Unified School District (LMUSD) and City of Arroyo Grande ~~Recreation Services Department~~ (**referred to herein as the Arroyo Grande Recreation Services Department or AGRSD**). LMUSD and ~~AGRSD~~ **AGRSD** understand that all services provided under contract shall be by AGRSD employees. All legally required employee benefits, including Workers Compensation insurance will be provided by the AGRSD. All staff of AGRSD will provide documentation for Tuberculosis (TB) and fingerprinting clearance.

Section A: Services to Be Performed by City of Arroyo Grande Recreation Services Department (AGRSD)

AGRSD will:

- 1) Plan, provide, and/or facilitate activities and classes for the Bright Futures Summer School After School Learning Program at **OCEAN VIEW ELEMENTARY SCHOOL** for the period of **June 21, 2022 - July 28, 2022**. These activities shall be developmentally age appropriate and shall include, but not limited to the following components; distributing daily snacks, academic enrichment, literacy activities daily from immediately after school until 6:00 pm as outlined in the Expanded Learning Opportunity Program (ELOP) grant.
- 2) The AGRSD Supervisor will provide LMUSD Bright Futures Summer School After School Learning Program Coordinator proof that their staff is No Child Left Behind (NCLB) certified. The supervisor may provide transcripts for each staff member that has 60 or more college units or an AA degree. If any staff member does not have 60 or more college units or AA degree, that staff member may take the NCLB test offered by LMUSD. For any staff member who does not pass the NCLB test, they may retake the section that they missed.
- 3) Keep the premises clean and shall put all equipment and supplies away. All rooms and areas used by AGRSD will be left neat and orderly. The AGRSD will only use supplies designated for after school use.
- 4) Parents and staff members may visit the program at any time with prior approval. A pre-scheduled appointment is necessary if the parent or staff member would like a conference with the program leaders or if the visit is for an extended amount of time.
- 5) Bill LMUSD bi-monthly for staff members' actual program work hours and the invoice is to include supporting documentation for sick leave and hourly payroll to be reimbursed.
- 6) Provide LMUSD with any information pertaining to students enrolled in Bright Futures Summer School After School Learning Program that is requested.

Section B: Obligations of Lucia Mar Unified School District (LMUSD)

LMUSD will:

- 1) Provide curriculum upon request.
- 2) Offer the NCLB support for any AGPR staff member who does not have 60 college units or AA degree. Staff members may retake any sections they have not passed.
- 3) Agrees to make appropriate and adequate facilities available to AGRSD to run the Bright Futures Summer School After School Learning Program.
- 5) Agrees to provide AGRSD the names and other pertinent information of the students attending the Bright Futures Summer School After School Learning Program.
- 6) Provide supper for the students attending the Bright Futures Summer School After School Learning Program.
- 7) Should LMUSD confirm individual support is required for a student or students, LMUSD is responsible for training and payment of individual support staff at a rate.
- 8) Pay \$1000 to AGRSD for a partner provider fee.

Section C: Compensation

LMUSD and AGRSD agree that a program of the highest quality is desirable to provide academic and social growth for all participant students. Therefore, a curriculum will be jointly implemented to address the diverse needs of the students.

1. LMUSD will pay the agency fee for students that are attending Bright Futures Summer School After School Learning Program. LMUSD will guarantee payment to AGRSD for a minimum of 50 students at \$50 per student per day regardless of enrollment. For each student that is enrolled after the minimum guarantee an additional \$50 per student per day will be paid.

Section D: Billing Rates

1. LMUSD will pay a minimum of \$50.00 per student for 50 students for 21 days = \$52,500 and a maximum of \$50 per student for 120 students for 21 days = \$126,000.

Section E: Termination of MOU

Should the Expanded Learning Opportunity Program (ELOP) grant be reduced or eliminated, LMUSD may eliminate, reduce or renegotiate this contract with 30 days written notice to AGRSD.

LMUSD and the AGRSD share a goal of the highest quality program for participant students. To that end, periodic reviews will be conducted by the Bright Futures Summer School After School Learning Program Director and school site personnel including the Principal and / or Bright Futures Summer School After School Learning Program Coordinator. Any concerns will be identified promptly in writing using an evaluative checklist and narrative observation form to the Executive Director of AGRSD. AGRSD will have 30 calendar

days in which to improve. Improvement will be measured by weekly visitations during the improvement period by the Bright Futures Summer School After School Learning Program Director and school site Principal and Bright Futures Summer School After School Learning Program Coordinator. The LMUSD Assistant Superintendent of Instruction or his/her designee shall be the sole determiner of adequate program quality. LMUSD reserves the right to terminate the recreation program provided by AGRSD at any time it determines the quality of the program is not meeting the needs of the students after having followed this process.



Jim Empey
Assistant Superintendent, Business Services
Lucia Mar Unified School District

5/18/2022

Date

LMUSD Board of Education
Approved: 5/17/2022

Whitney McDonald
City Manager
City of Arroyo Grande

Date