

<b>Board Office Use: Legislative File Info.</b>	
File ID Number	11-2587
Introduction Date	1/25/12
Enactment Number	12-0201
Enactment Date	1-25-12 B



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

*Community Schools, Thriving Students*

# Memo

**To** The Board of Education  
**From** Tony Smith, Ph.D., Superintendent  
 By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action  
 Vernon Hal, Deputy Superintendent, Business & Operations

**Board Meeting Date** 1-25-12  
*(To be completed by Procurement)*

**Subject** Approval of the Memorandum of Understanding for Caring School Community Initiative in Oakland with the Developmental Studies Center for the term July 1, 2011 through June 30, 2012.

**Action Requested** Approval by the Board of Education of the Memorandum of Understanding between the Oakland Unified School District and the Developmental Studies Center for the Caring School Community Initiative for the term July 1, 2011 through June 30, 2012.

**Discussion**  
*One paragraph summary of the amended scope of work.*  
 The Oakland Unified School District is partnering with the Developmental Studies Center to implement the Caring School Community Initiative in twenty elementary schools during the 2011-2012 school year. In order to fully implement the Caring School Community Initiative, the Developmental Studies Center of Oakland has agreed to pass through to OUSD funds in the amount of \$130,600.00 from the S.D. Bechtel Jr. Foundation. The Memorandum of Understanding specifies how OUSD will use these funds to coordinate the implementation of the Caring School Community Initiative.

**Recommendation** Approval by the Board of Education of the Memorandum of Understanding between the Oakland Unified School District and the Developmental Studies Center for the Caring School Community Initiative for the term July 1, 2011 through June 30, 2012.

**Attachments**

- Copy of original Memorandum of Understanding.

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**Developmental Studies Center**  
**and**  
**Oakland Unified School District**

Grant Amount: \$130,600

Effective Dates: July 1, 2011 to June 30, 2012

The Oakland Unified School District ("OUSD") is partnering with Developmental Studies Center to implement the Caring School Community Initiative in twenty elementary schools during the 2011-2012 school year. In order to fully implement the Caring School Community Initiative Developmental Studies Center has agreed to pass through to OUSD a grant in the amount of \$130,600 from the S.D. Bechtel Jr. Foundation. The pass through of the funds is subject to the following terms and conditions:

**In accepting the pass-through grant, OUSD agrees to contribute to the Developmental Studies Center partnership by:**

1. Appointing a staff member to coordinate the implementation of Caring School Community at sixteen elementary school sites where the program exists and initiating the program at four additional elementary school sites.
2. Meeting regularly with Developmental Studies Center to align services and resources to successfully implement the program in OUSD.
3. Accounting quarterly to Developmental Studies Center on amount of release funds used for site visits, professional development, and leadership team meetings prior to the next allocation of funds.
4. Creating an end of the year report on the Caring School Community Initiative in OUSD for the 2011-2012 school year.

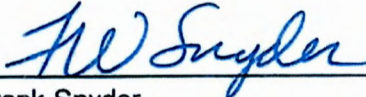
**Developmental Studies Center agrees to support and contribute to the partnership by:**

1. Provide on-site coaching, and professional development for participating schools.
2. Meeting regularly with OUSD leadership and CSC Initiative Coordinator.

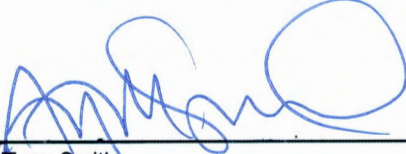
**Payment, Disbursement, and Management of Funds:**

Pass through \$130,600 from the S.D. Bechtel Jr. Foundation grant to OUSD to support the administration of the Caring School Community Initiative in 2011-2012; \$50,000 to support coordination of the Initiative and \$80,600 to support teacher leader participation through professional development and substitute release time. This pass through will happen in three payments: an initial payment made by December 1, 2011 for the amount of \$50,000 plus \$25,000 for the stipend funds based on OUSD projections of substitutes and stipends from August – December; a second payment based on projected release funds for professional

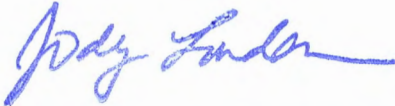
development from January – March made by January 15, 2012; a third payment based on projected release funds for professional development from April – June made by April 1, 2012.

  
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Frank Snyder  
President  
Developmental Studies Center

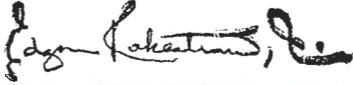
Date: 11/14/11

  
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Tony Smith  
Superintendent  
Oakland Unified School District

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

  
\_\_\_\_\_  
President, Board of Education  
Oakland Unified School District

Date: 1/24/12

  
\_\_\_\_\_  
Secretary, Board of Education  
Oakland Unified School District

Date: 1/24/12

Approved as to form & content:

By:   
Jacqueline P. Minor, General Counsel

**LEGISLATIVE FILE**

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